

How to *Use Mobile Web*

For Supra-Hosted Customers

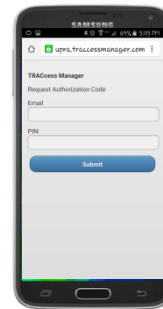
Note: You must already have an email on file in the TRACcess System.

1. With your phone, tablet, or computer, navigate to:
<https://supra.tracessmanager.com/key/mobile>
2. Choose an action.
3. Choose a language.
4. Enter the email you have on file in the system.
5. Enter your PIN.
6. Tap or click **Submit**.
7. Open your email to find the authorization code, update code, or the link to change your PIN.

1. Navigate to:

<https://supra.tracessmanager.com/key/mobile>

Smartphone or Tablet



Computer



Re-Authorization Code
Update Code
Change PIN

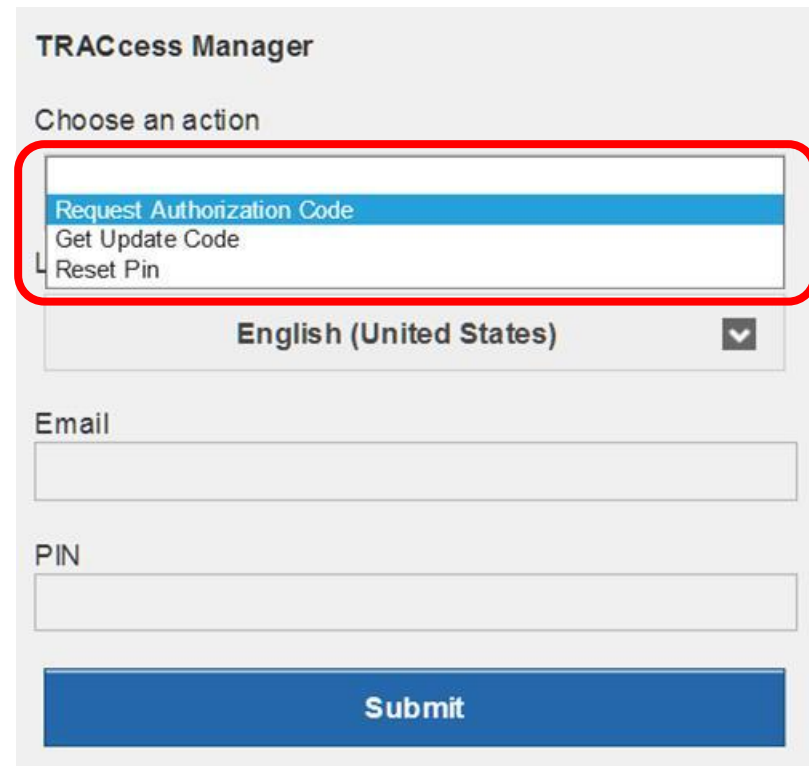


How to *Use Mobile Web*

For Supra-Hosted Customers

2. Choose an action.

1. With your phone, tablet, or computer, navigate to:
<https://supra.traccessmanager.com/key/mobile>
2. Choose an action.
3. Choose a language.
4. Enter the email you have on file in the system.
5. Enter your PIN.
6. Tap or click **Submit**.
7. Open your email to find the authorization code, update code, or the link to change your PIN.



TRACcess Manager

Choose an action

- Request Authorization Code
- Get Update Code
- Reset Pin

English (United States) ▼

Email

PIN

Submit

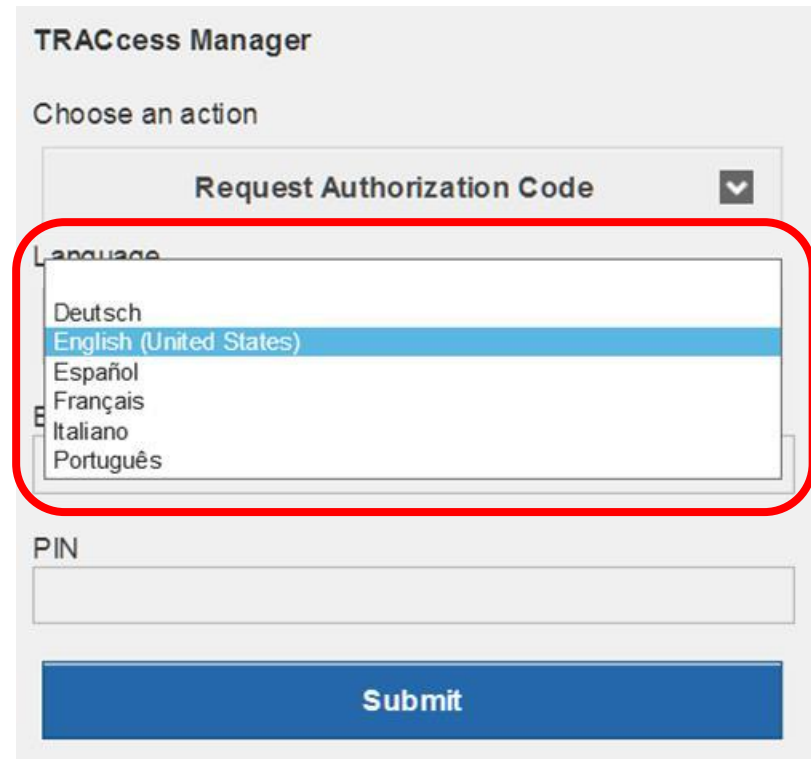


How to *Use Mobile Web*

For Supra-Hosted Customers

3. Choose a language.

1. With your phone, tablet, or computer, navigate to:
<https://supra.traccessmanager.com/key/mobile>
2. Choose an action.
3. Choose a language.
4. Enter the email you have on file in the system.
5. Enter your PIN.
6. Tap or click **Submit**.
7. Open your email to find the authorization code, update code, or the link to change your PIN.



The screenshot displays the TRACcess Manager mobile web interface. At the top, the title "TRACcess Manager" is visible. Below it, the text "Choose an action" is followed by a dropdown menu currently set to "Request Authorization Code". A red rectangular box highlights the "Language" dropdown menu, which is open and shows a list of languages: Deutsch, English (United States) (which is highlighted in blue), Español, Français, Italiano, and Português. Below the language menu is a "PIN" input field and a large blue "Submit" button at the bottom.



How to *Use Mobile Web*

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4. Enter your email.

1. With your phone, tablet, or computer, navigate to:
<https://supra.traccessmanager.com/key/mobile>
2. Choose an action.
3. Choose a language.
4. Enter the email you have on file in the system.
5. Enter your PIN.
6. Tap or click **Submit**.
7. Open your email to find the authorization code, update code, or the link to change your PIN.

TRACcess Manager

Choose an action

Request Authorization Code ▼

Language

English (United States) ▼

Email

you@youremail.com ×

PIN

Submit



How to *Use Mobile Web*

For Supra-Hosted Customers

5. Enter your PIN.

1. With your phone, tablet, or computer, navigate to:
<https://supra.traccessmanager.com/key/mobile>
2. Choose an action.
3. Choose a language.
4. Enter the email you have on file in the system.
5. Enter your PIN.
6. Tap or click **Submit**.
7. Open your email to find the authorization code, update code, or the link to change your PIN.

TRACcess Manager

Choose an action

Request Authorization Code ▼

Language

English (United States) ▼

Email

you@youremail.com

PIN

••••

Submit



How to *Use Mobile Web*

For Supra-Hosted Customers

6. Tap or click **Submit**.

1. With your phone, tablet, or computer, navigate to:
<https://supra.traccessmanager.com/key/mobile>
2. Choose an action.
3. Choose a language.
4. Enter the email you have on file in the system.
5. Enter your PIN.
6. Tap or click **Submit**.
7. Open your email to find the authorization code, update code, or the link to change your PIN.

TRACcess Manager

Choose an action

Request Authorization Code ▼

Language

English (United States) ▼

Email

you@youremail.com

PIN

••••

Submit



How to *Use Mobile Web*

For Supra-Hosted Customers

7. Open your email.

1. With your phone, tablet, or computer, navigate to:
<https://supra.traccessmanager.com/key/mobile>
2. Choose an action.
3. Choose a language.
4. Enter the email you have on file in the system.
5. Enter your PIN.
6. Tap or click **Submit**.
7. Open your email to find the authorization code, update code, or the link to change your PIN.



Auth Code

Update
Code

PIN
Change
Instructions

For the latest information, visit us at
www.traccessmanager.com.



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