

How to *Use Mobile Web*

For Supra-Hosted Customers

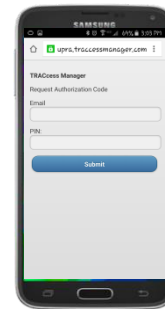
Note: You must already have an email on file in the TRACcess System.

1. Navigate to:

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

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.

Smartphone or Tablet



Computer



Re-Authorization Code
Update Code
Change PIN



How to *Use Mobile Web*

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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

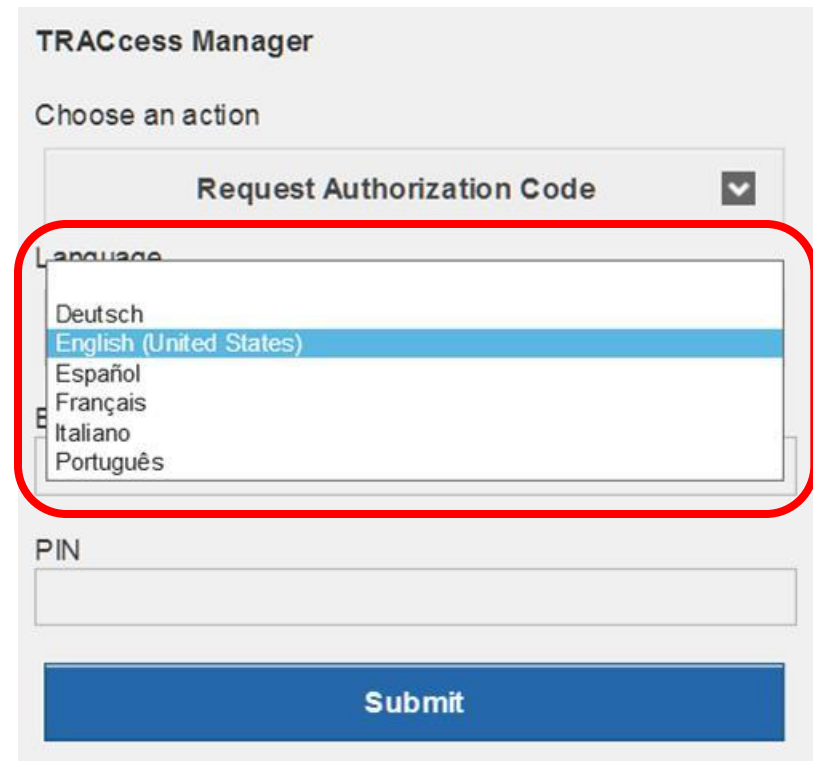
Submit

How to *Use Mobile Web*

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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 shows the TRACcess Manager mobile web interface. At the top, it says "TRACcess Manager". Below that, there is a "Choose an action" dropdown menu with "Request Authorization Code" selected. A red box highlights the "Language" dropdown menu, which is open and shows a list of languages: Deutsch, English (United States) (highlighted), Español, Français, Italiano, and Português. Below the language menu is a "PIN" input field and a blue "Submit" button.

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@youreemail.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.tracessmanager.com.

Select **Downloads and Resources** for instructional videos,
How-To's, and more.

