Create an Account in the New Exalate Console

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Overview

New Exalate console allows you to create your own account through a simple self-service registration process. You can register using your business email or sign in with your Google account.

Registration Methods

Option 1: Manual Registration with Email

1. **Access the Registration Form**
   - Navigate to the login page
   - Click **Create an account**
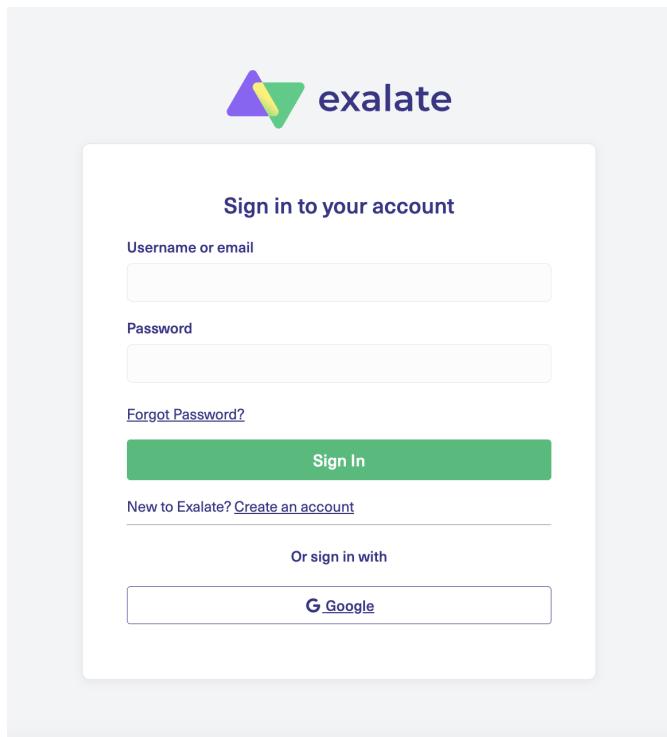
2. **Enter Your Information**
   - Enter your business email address
   - Provide your first name and last name
   - Create a strong password (minimum 12 characters)
   - Confirm your password

3. **Submit Registration**

   - Click **Create an account** to submit your information. You'll see a confirmation message that a verification email has been sent.

4. **Verify Your Email**

   - Check your email inbox for a verification message from New Exalate
   - **Note**: The verification link expires after 2 hours
   - Click the verification link in the email
   - You'll be redirected to complete your account setup

5. **Set Up Two-Factor Authentication (OTP)**

   - Follow the instructions to configure OTP using your mobile authenticator app
   - Scan the QR code or enter the setup key manually
   - Enter the verification code from your authenticator app

You need to set up Mobile Authenticator to activate your account.

Mobile Authenticator Setup

1. Install one of the following applications on your mobile:

   ○ Microsoft Authenticator
   ○ FreeOTP
   ○ Google Authenticator

2. Open the application and scan the barcode:
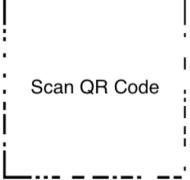
Scan QR Code

Unable to scan?

3. Enter the one-time code provided by the application and click Submit to finish the setup.

   Provide a Device Name to help you manage your OTP devices.

One-time code *

Device Name

☑ Sign out from other devices

Submit

6. **Log In**

   ○ Once OTP is configured, you can log in to New Exalate with your email and password
   ○ You'll need to enter the OTP code from your authenticator app each time you log in

Option 2: Sign In with Google

1. **Access the Login Page**

   ○ Navigate to the New Exalate login page
   ○ Click the **Sign in with Google** button

2. **Authenticate with Google**

   ○ Select your Google account
   ○ Grant New Exalate the necessary permissions

3. **Verify Your Email**

   ○ Check your email inbox for a verification message from New Exalate
   ○ **Note**: The verification link expires after 2 hours
   ○ Click the verification link in the email

4. **Set Up Two-Factor Authentication (OTP)**

   ○ Follow the instructions to configure OTP using your mobile authenticator app

- Scan the QR code or enter the setup key manually
- Enter the verification code from your authenticator app

5. **Log In**
   - Returning to the New Exalate login page, click Sign in with Google
   - You'll need to enter the OTP code from your authenticator app each time you log in

Important Notes

- **Business Email Required**: Please use your business email address for registration to ensure proper account management and communication
- **Password Requirements**: Your password must contain at least 12 characters
- **Verification Link Expiration**: Email verification links expire after 2 hours for security purposes. If your link expires, simply restart the registration process
- **Two-Factor Authentication**: OTP setup is mandatory for all users to ensure account security