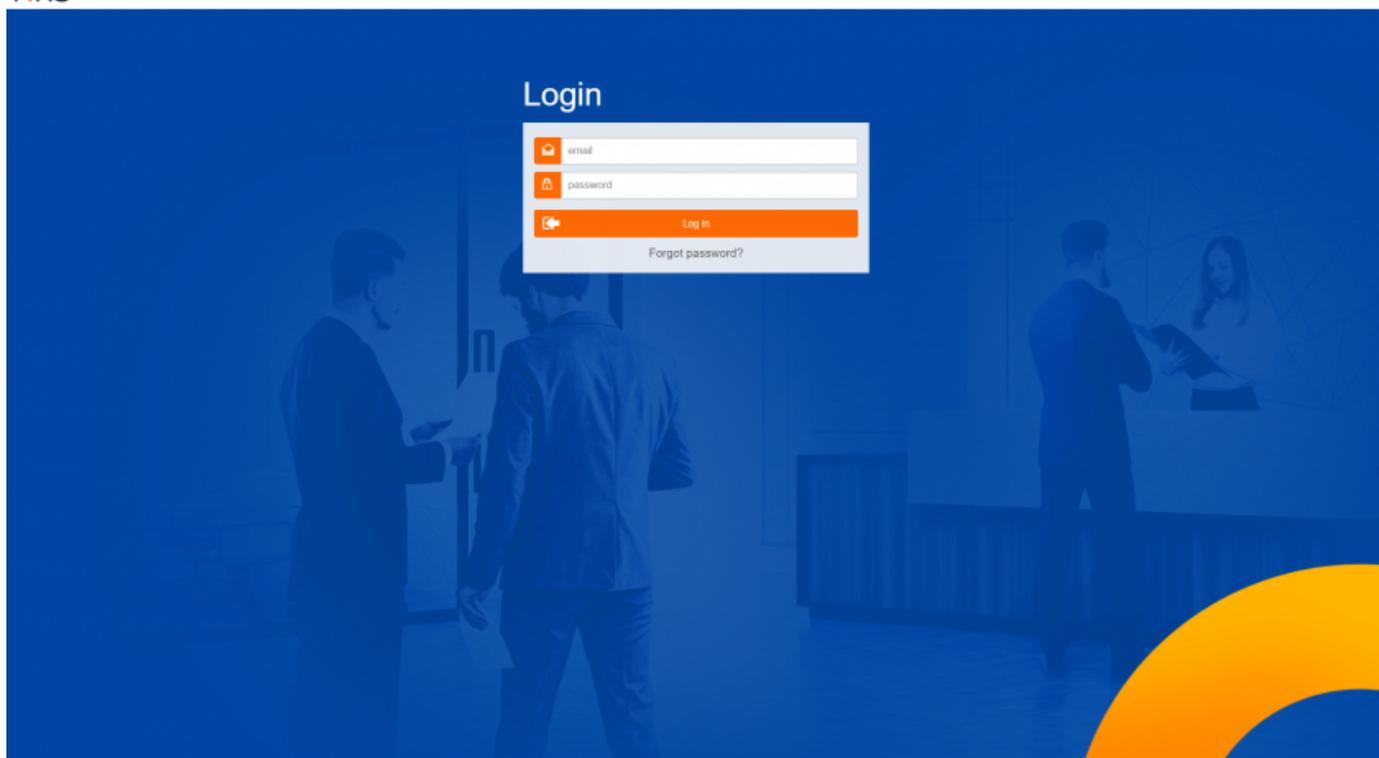


# How do I get set up as an Administrator?

1. You will receive an email with login instructions from TIKS for **TIKS Visitor Admin**. Contact your TIKS Account Manager if you have not received your login instructions.
2. You can log into the TIKS admin portal using the URL provided by your account manager. It will be in the format *https://**your company name**.visitor.tiks.com.au/dashboard*
3. By using the credentials that have been sent out to you via email, type your email into the first field, and your password into the second field, and select the 'Log In' button. See below.

TIKS



Revision #1

Created 3 years ago by [Admin](#)

Updated 3 years ago by [Admin](#)