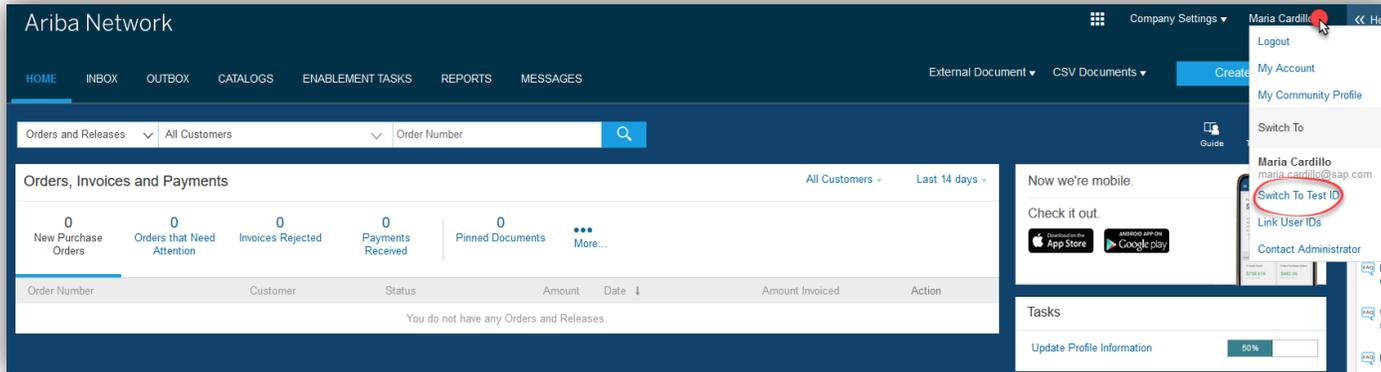


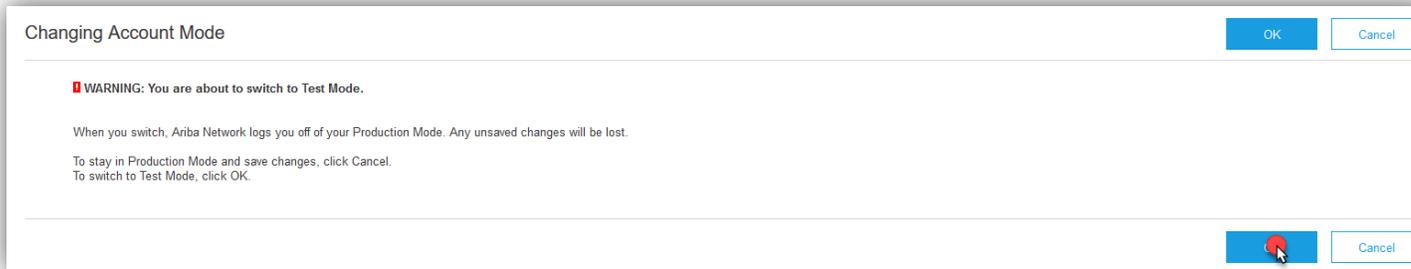
Creating A Test Account

We request your cooperation in creating your TEST account in order to upload catalogues

Please log into your account, and then create your test account. To create a test account follow these steps, once logged in:



1. Click on your name in the top right.
2. Click “Switch to Test ID”
3. Click “OK” to acknowledge the action.
4. It will then ask you to setup a password which is only for the test account.
5. Once this is done you will be logged into the test account and can upload the catalogue file.



You can check if you are in the TEST account by looking at the ANID and seeing if TEST is displayed in the home screen.