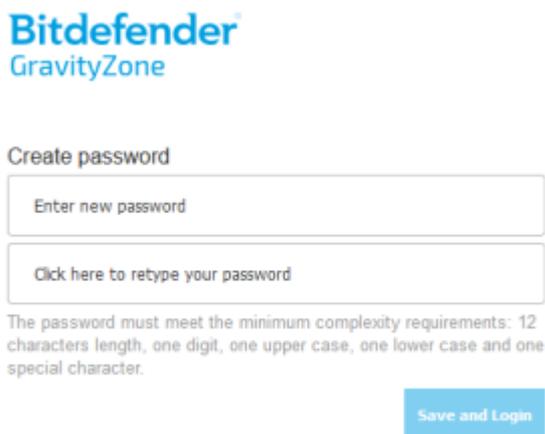


**MAKE SURE** you have your LastPass account setup before going through this procedure. Once you receive the welcome email, make sure you click on the **Create GravityZone** password link at the bottom of the email **BEFORE** logging in:

 The first time you click on the link, it will ask you to setup a password using the requirements listed (12 characters, one digit, one upper case one lower case and one special character) - the text will stay red until you type in an accepted password:

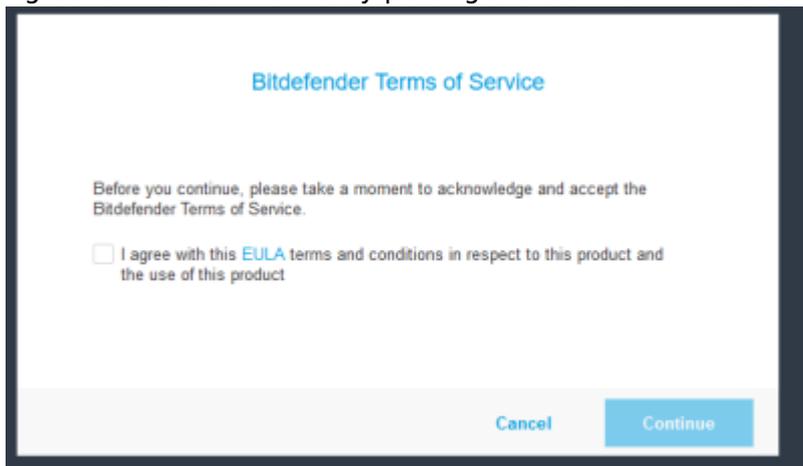


Enter and then retype your password. If Bitdefender accepts it, you will be able to click the **Save and Login** button to take you to the MFA Setup:

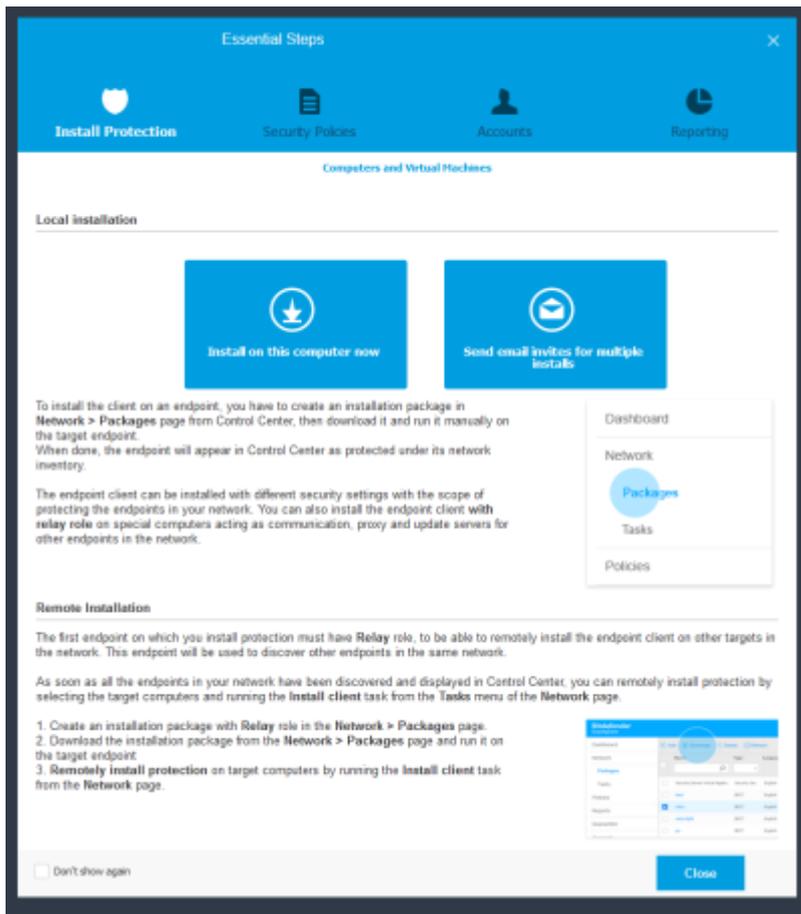
 Scan the QR Code with your mobile device that has your LastPass account on it to add the account. The account will be added as 'Gravity+Zone+Cloud' with your account email below it.

**MAKE SURE** you copy and save the secret key in a safe place. This secret key will allow you to get into your account **ONE TIME** if for some reason your LastPass account is not working. Go ahead and type in the Authentication code and then click the **Enable** button.

Agree to the EULA terms by placing a check mark in the box and then click the **Continue** button:



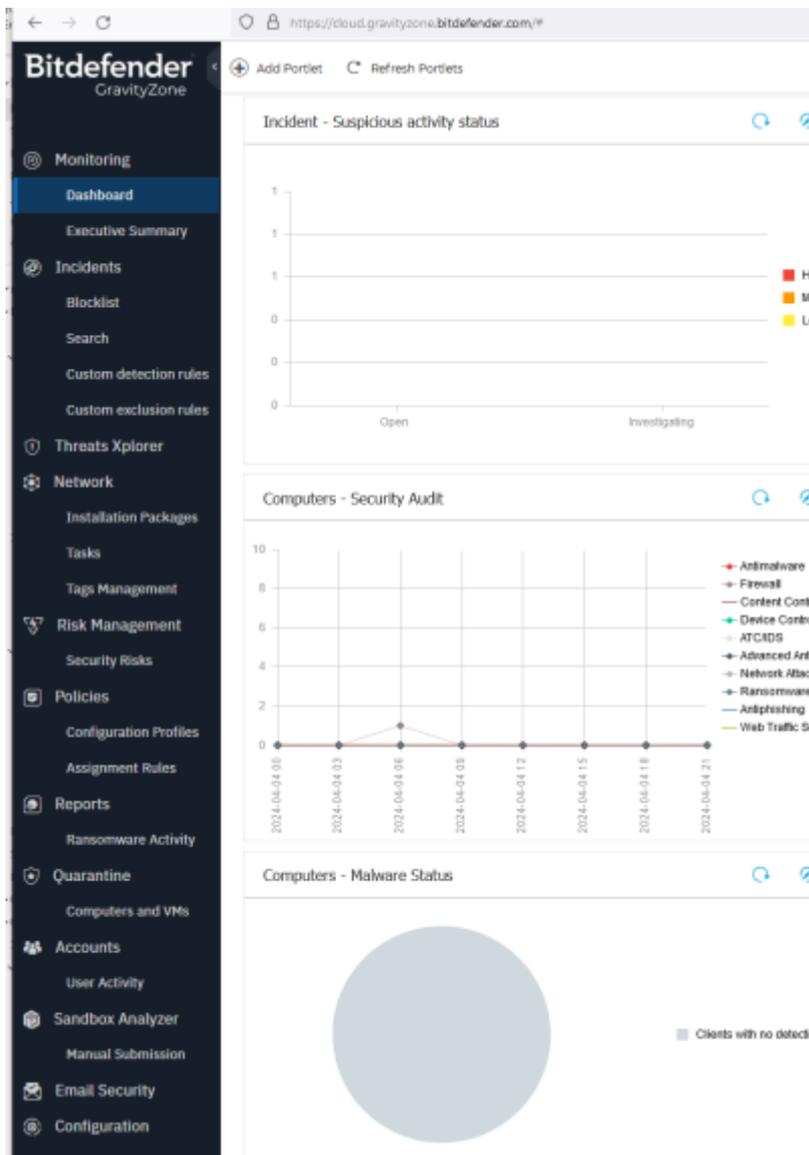
Once you do so, you will be presented with the Essential Steps for creating Installations and Policies:



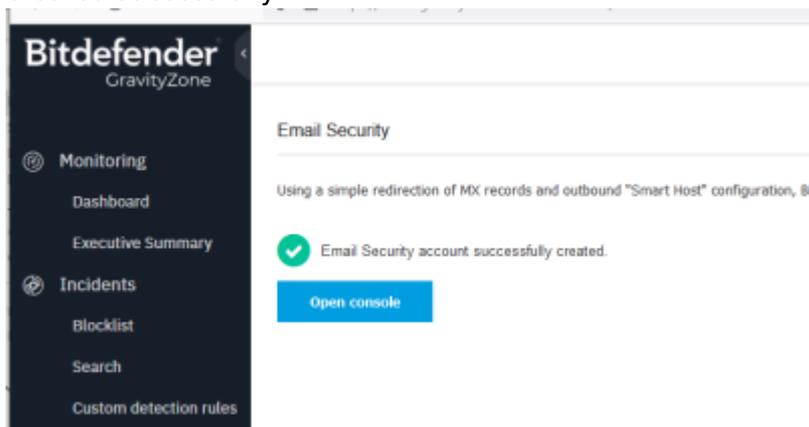
Although you have the ability to do so with this account, all of this is already setup and done for you. I would advise you not to make any changes to this information. You can click on the **Don't show again** check box at the bottom to stop this form from popping up when you log in.

Click the **Close** button to continue.

To Setup your access to email security, click the link on the left hand menu for **Email Security**:



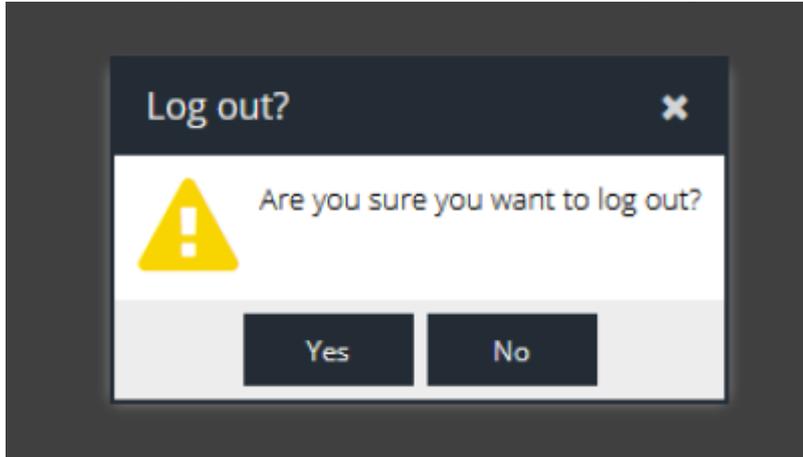
Once in the portal, and if this is the first time you have accessed this form, you will need to click on the button to **Create** your account. Give it a moment and when successful, it will show you that it was created successfully:



Click on the **Open** console button to access the Email Security settings for your company - this will open in a separate tab.



When done, you can click the Red icon in the top right hand corner to log off.



Click the **Yes** button to log out of the Email Security portal. You can close that tab if you would like. To access the **Gravity Zone Portal**, you can always use the link: <https://gravityzone.bitdefender.com/>

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