Create Support Login

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Overview:

Order Time now has the ability to authorize a "support login" from your account. This article is going to explain how to authorize the support login, the purpose of the support login and how to remove the support login.
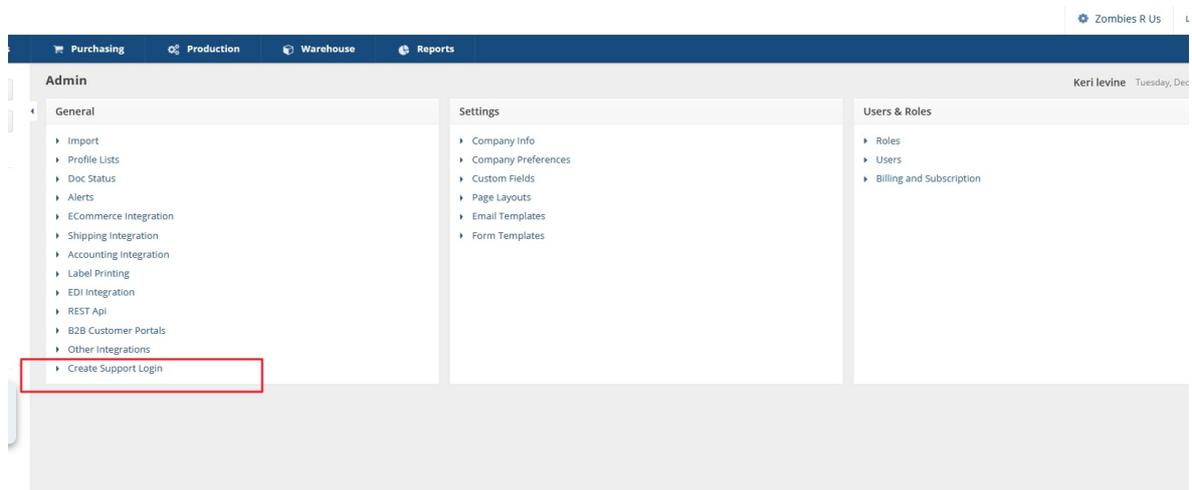
How To:

To authorize the support login you will need access the admin section of your account and select Create Support Login.

1. Select your company admin
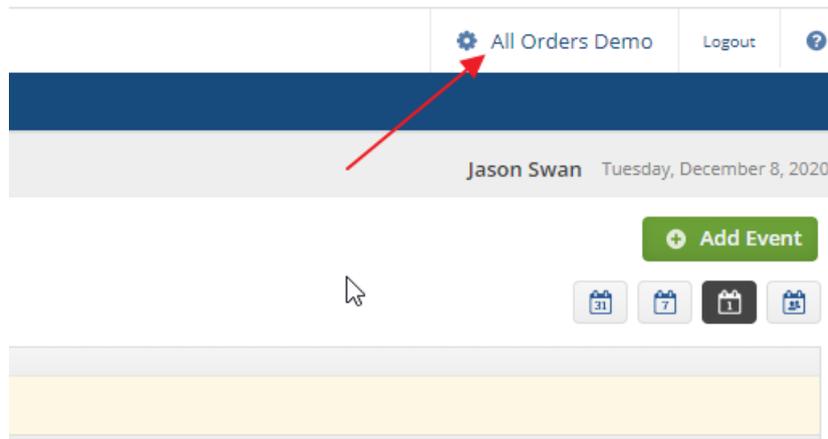
2. Under General select Create Support Login

Purpose:

The purpose of creating a support login is to allow the Order Time team access to your company file to view and help resolve any potential issues.

How to Remove:

You have the ability to remove the support login at any time. **The support login will end 7 days from the day it was created automatically.** But if you wish to revoke the support login access you may. In the company admin under general select revoke support login.

1. Select Company Admin
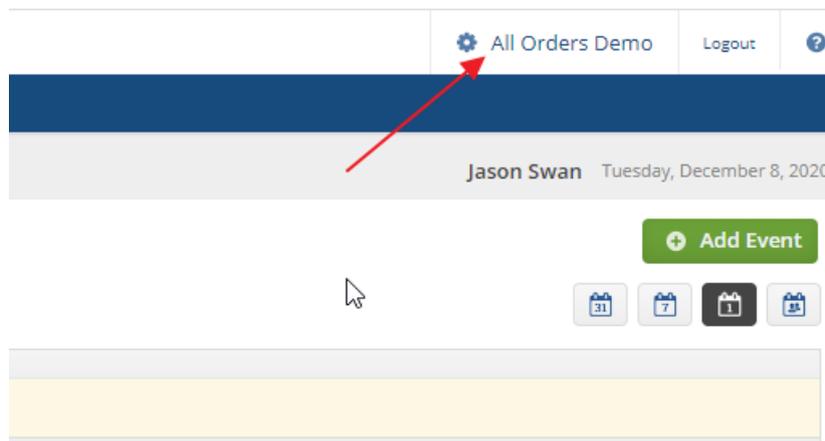
2. Revoke Access

Admin

General

- Import
- Profile Lists
- Doc Status
- Alerts
- ECommerce Integration
- Shipping Integration
- Accounting Integration
- Label Printing
- EDI Integration
- REST Api
- B2B Customer Portals
- Other Integrations
- Revoke Support Login