

Login Instructions and Troubleshooting

Progress Sitefinity™

Log in to manage the site

- Enter email
- Enter password

Email

Password

☒ Remember me

Invalid email or password

Log In

[Forgot your password?](#)

Progress Sitefinity™

Forgot your password?
To reset your password, enter your email

Email address

Submit

Progress Sitefinity™

Forgot your password?
You sent a request to reset your password to test@evolve-sg.com Please use the link provided in your email to reset the password for your account.

- If you do not know your password:
 - ▶ select *Login*
 - ▶ select *Forgot your password*
 - ▶ enter email
 - ▶ select *Submit*
 - ▶ receive a reset link

Navigating Sitefinity

The screenshot shows the Sitefinity dashboard interface with several callout boxes providing instructions:

- Top Left (Blue Box):**
 - View published content
 - Access drafted content
 - Access the recycle bin
- Top Center (Yellow Box):**
 - View different content types available
 - Access built-in content groups
- Top Right (Grey Box):**
 - Customize profile and preferences
 - Change password
 - Access keyboard shortcuts
- Navigation Bar:**
 - Dashboard:** Callout box (Pink) lists:
 - Create and edit pages
 - Organize your website
 - Pages:** Callout box (Green) lists:
 - Preview pages before publishing
 - Content:** Callout box (Orange) lists:
 - Read notifications
 - Mark notifications as read
 - Edit notification preferences
 - Live site:** Callout box (Green) lists:
 - Read notifications
 - Mark notifications as read
 - Edit notification preferences
- Alert Bar (Purple Box):**

Alert bars will show on the Dashboard with important information like scheduled system maintenance.
- Scheduled Maintenance (Orange Box):**

SCHEDULED MAINTENANCE All sites and the CMS will be down for scheduled maintenance, Tuesday, February 13 at 10 p.m. CT. We apologize for any inconvenience this may cause.

Customizing your Profile, User preferences, and Notifications

The screenshot displays the Sitefinity user interface with several key sections and annotations:

- Dashboard:** The main header area showing the user's location (Local: CA - San Francisco California) and navigation tabs (Dashboard, Pages, Content).
- Notifications:** A panel showing "No new notifications" with a "Mark all as read" and "Edit preferences" link.
- User preferences:** A panel with two sections:
 - General settings:** Includes "Onboarding tips" (ON), "Stay on the same page after Publish" (OFF), and "Use quick create for Pages, Forms, Libraries and Classifications" (ON).
 - Accessibility:** Includes "Outline elements when navigating with keyboard" (OFF) and "Increase contrast" (OFF).
- Profile:** A panel showing the user's profile information (User 1, user1@email.com) and a "Recycle Bin" link. It includes a "Profile" tab and a "Preferences" tab. The "Profile" tab shows fields for First name (Jane), Last name (Doe), Email (jane.doe@email.com), and Nickname (Instructional Designer). The "About" section is also visible.

Recommendations:

- Recommendation:** Keep this feature turned off (pointing to "Stay on the same page after Publish").
- Recommendation:** Add your Sitefinity role in the nickname field (pointing to the "Nickname" field).