## Intranet Manual – Subscriber

1. Open <u>http://www.adriatic-ionian.eu/</u> website and navigate to the bottom of the page. Click on Intranet.



2. Enter your Username (email) and password. Press login.



- 3. When logged in successfully, Intranet will open. Intranet has 5 menuitems:
  - a. All folders here you can browse folders and download files
  - b. **Search files** here you can search through files
  - c. **Upload files** no access for your user rights
  - d. My files no access for you user rights
  - e. Logout Intranet logout

You can access and use functionalities of the items according to the user rights granted to you. As a **subscriber** you are allowed to read and download files, but you don't have the permission to upload files or create folders.