

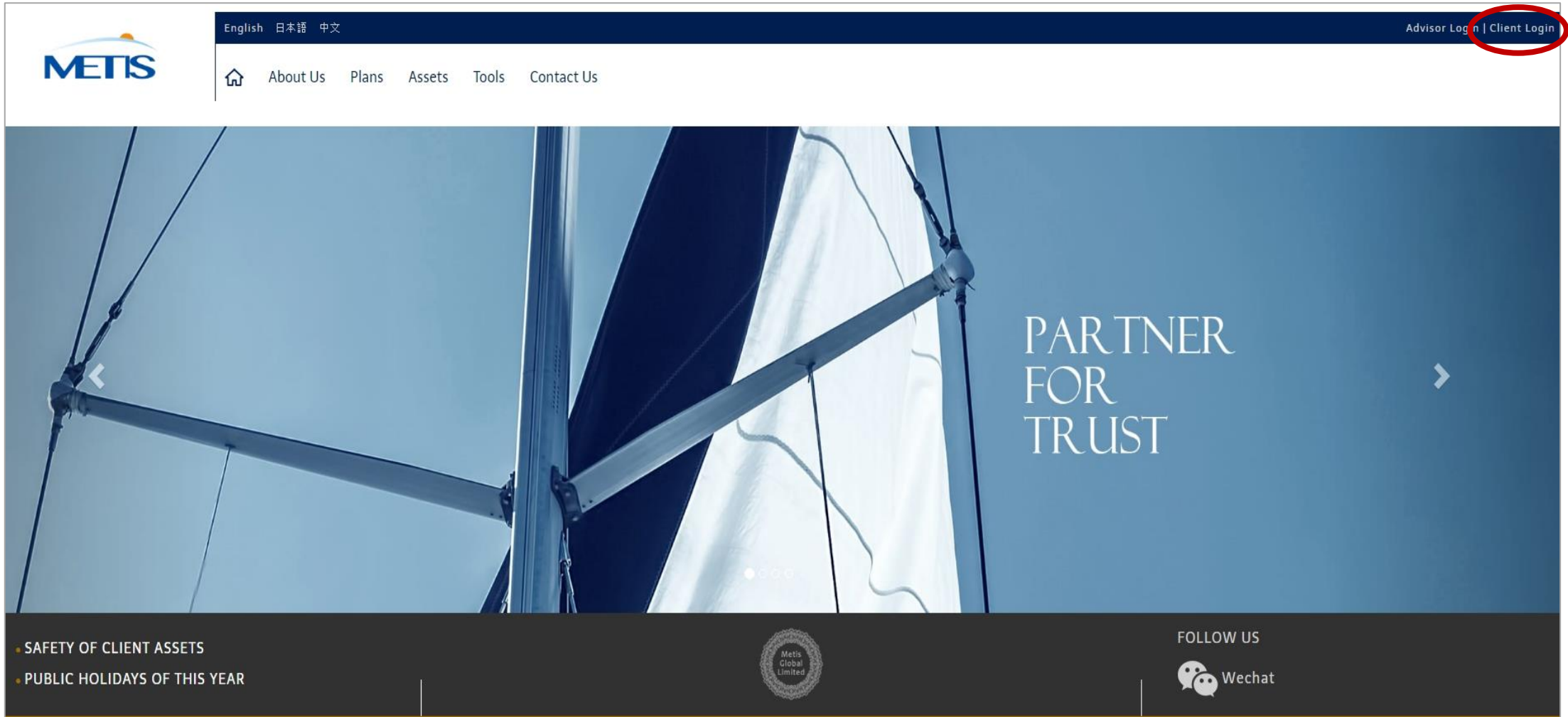
CLIENT PASSWORD RESET PROCESS

客戶密碼重置流程



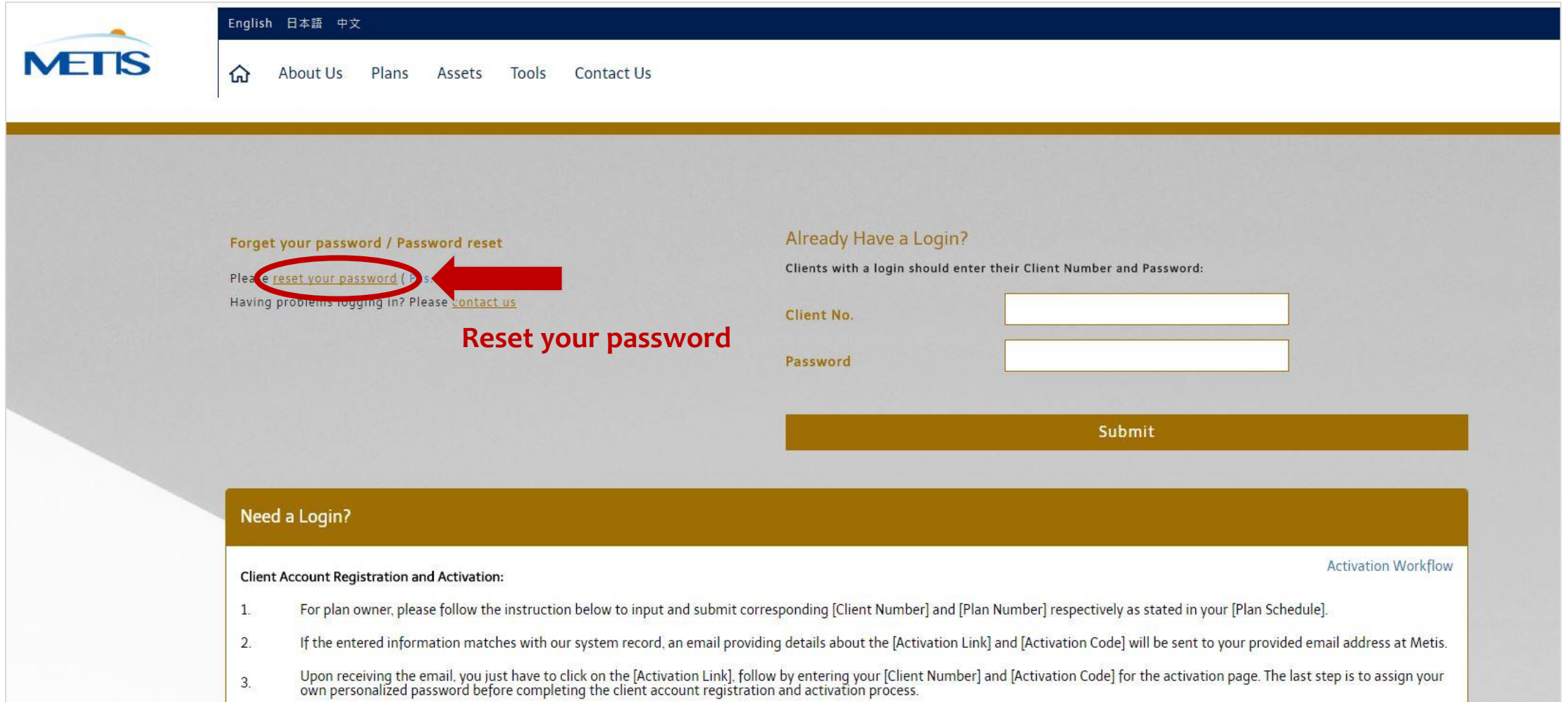


1 Click 「Client Login」



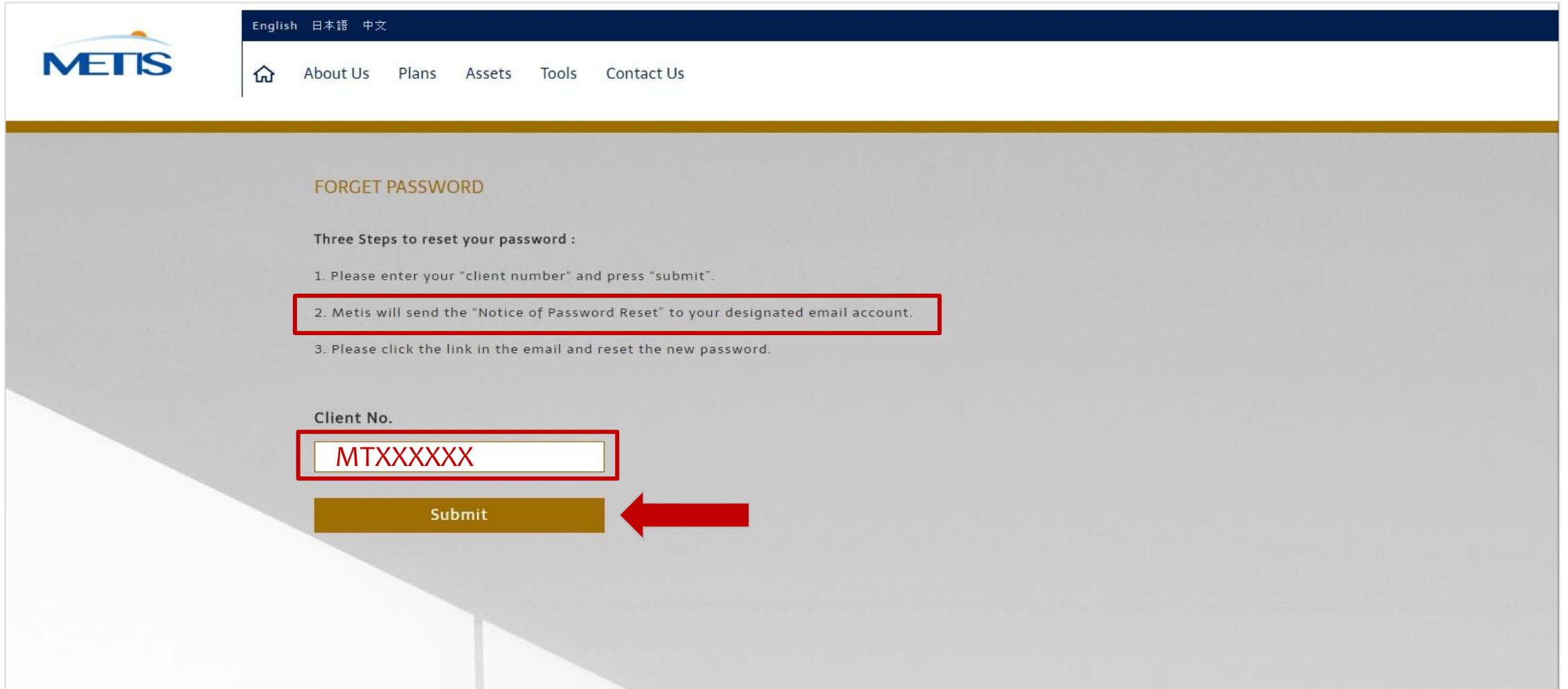
2

Click 「Reset Your Password」



The screenshot shows the METIS website interface. At the top left is the METIS logo. To its right is a language selection bar with 'English', '日本語', and '中文'. Below this is a navigation menu with 'Home', 'About Us', 'Plans', 'Assets', 'Tools', and 'Contact Us'. The main content area is split into two columns. The left column has the heading 'Forget your password / Password reset' and contains the text 'Please [reset your password](#) (https://www.metis.com/...)' where the link is circled in red and a red arrow points to it. Below this is the text 'Having problems logging in? Please [contact us](#)'. The right column has the heading 'Already Have a Login?' and the text 'Clients with a login should enter their Client Number and Password:'. It features two input fields labeled 'Client No.' and 'Password', followed by a 'Submit' button. At the bottom, there is a section titled 'Need a Login?' with the sub-heading 'Client Account Registration and Activation:' and a link for 'Activation Workflow'. It contains a three-step numbered list: 1. For plan owner, please follow the instruction below to input and submit corresponding [Client Number] and [Plan Number] respectively as stated in your [Plan Schedule]. 2. If the entered information matches with our system record, an email providing details about the [Activation Link] and [Activation Code] will be sent to your provided email address at Metis. 3. Upon receiving the email, you just have to click on the [Activation Link], follow by entering your [Client Number] and [Activation Code] for the activation page. The last step is to assign your own personalized password before completing the client account registration and activation process.

3 Enter 「 Client No. 」 and Click 「 Submit 」



English 日本語 中文

Home About Us Plans Assets Tools Contact Us

FORGET PASSWORD

Three Steps to reset your password :

1. Please enter your "client number" and press "submit".
2. Metis will send the "Notice of Password Reset" to your designated email account.
3. Please click the link in the email and reset the new password.

Client No.

Submit

4

After receiving a 「 (Metis) Notice on Password Reset Application」 email from eCenter@MetisGL.com, please click the link on 「 **Change My Password**」

Dear Sir/Madam,

We just received a notice from you on Password Reset Application.

Please click the following link on “Chang my Password” to reset your password.

[Change my Password](#)

 Click “Change my password”

This link will become invalid after the password has been reset.

This is an email generated by system. Please ignore this notice if you have not submitted the request on “Password Reset”.

If you have any queries, please contact your financial advisor or our customer service department at CS@MetisGL.com for assistance.

Metis Global Limited

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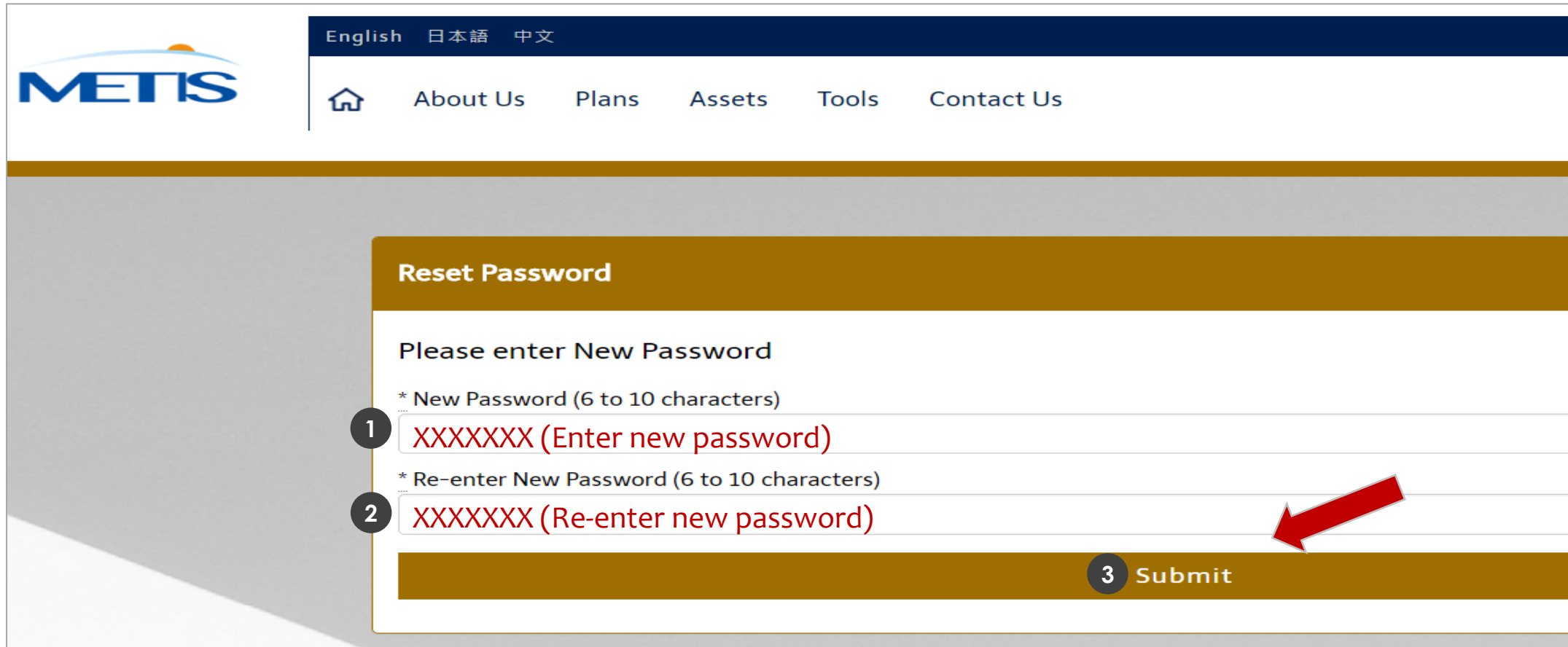
Metis Global Limited

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After clicking the link, the webpage will be redirected to 「Reset Password」 page. Please complete it by entering your new password.



English 日本語 中文

Home About Us Plans Assets Tools Contact Us

Reset Password

Please enter New Password

* New Password (6 to 10 characters)

1 XXXXXXXX (Enter new password)

* Re-enter New Password (6 to 10 characters)

2 XXXXXXXX (Re-enter new password)

3 Submit



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Choose 「Client Login」 again on the home page. Enter 「Client No.」 and 「New Password」. **You may then access to our website.**

1



2

