

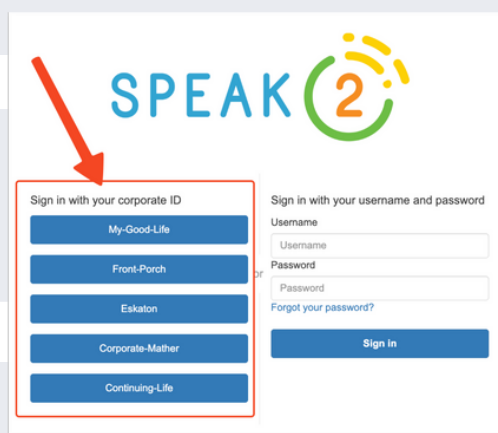
STAFF LOGIN WITH SINGLE SIGN ON

1 GO TO SPEAK2.LIVE

Visit the Speak2 portal at <http://speak2.live> or using the Staff App, click login.

2 CLICK YOUR COMPANY LINK

Click the link here for your company.



3 ROLE AND DEPARTMENTS

If your company has provided all of the necessary details, you are automatically logged in and assigned to the **Concierge** group as a **Staff** level user.

If we did not get all of your details, you will be prompted to fill out a form to provide your details.

4 SPEAK WITH YOUR SPEAK2 CHAMPION

In order to be assigned to the correct departments and appropriate role level, you will need to ask your Speak2 Champion to assign you as such. The champion user should be trained in how to do this. If they need help, they should reach out to support@speak2family.com.

NOTES

- Speak2 does not control the UI and Password of these users.
- If a user needs to be assigned to different groups or access, please contact the community liaison/champion. Speak2 Support will not change access level.