

User's guide

How to Access the website Adacta Microsoft Dynamics NAV and its sub-pages

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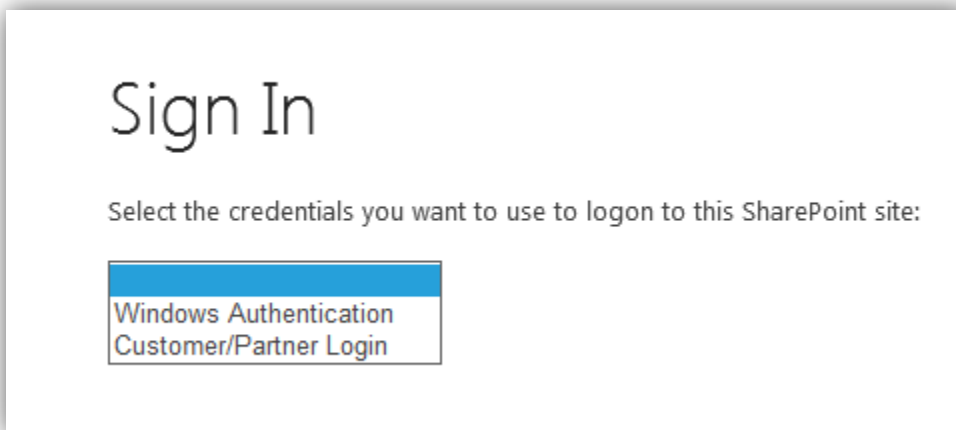
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1. Access to the website Adacta Microsoft Dynamics NAV

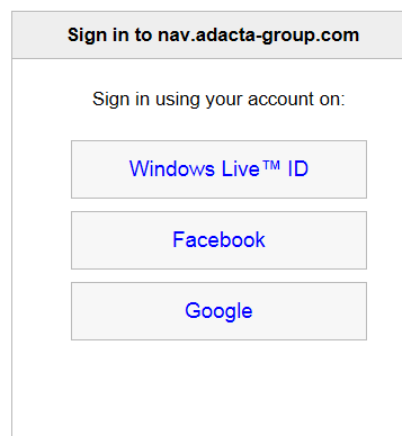
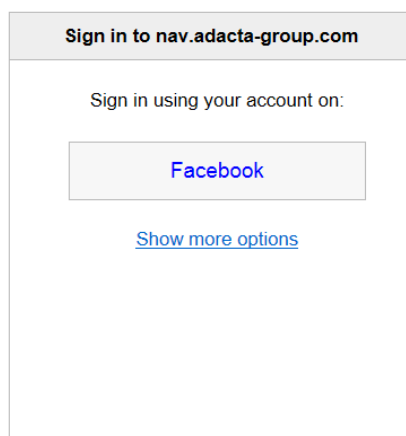
- In the address bar of your web browser, enter the web address:

<http://nav.adacta-group.com/>

- Select the option **Customer/ Partner Login** at the automatic redirection on the login page.



- Choose one of the accounts to login to the website:
 - Facebook
 - Google

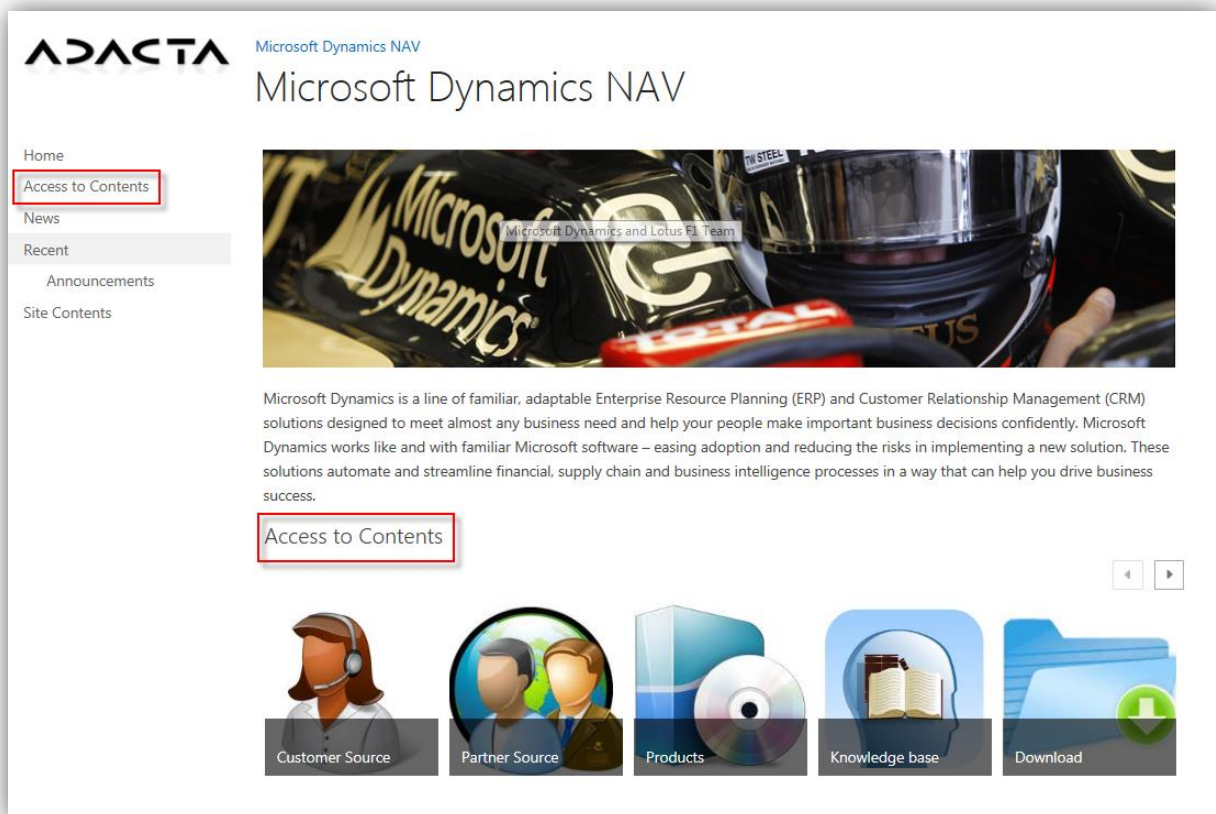


- After selecting the mode applications, fill the relevant credentials.
- After successful registration you are redirected to the main web site (Microsoft Dynamics NAV).

2. Access to the sub-pages

The website contains sub-pages for which is necessary to have appropriate rights. Arrange for Access Type with your guardian (responsible person by Adacta).

- Access to web sub-pages through the shortcut in the left menu of the basic page or on the basic page as shown in the picture.



The screenshot displays the Microsoft Dynamics NAV website interface. At the top left is the ADACTA logo, followed by the text "Microsoft Dynamics NAV" and a larger heading "Microsoft Dynamics NAV". A left-hand navigation menu includes links for "Home", "Access to Contents" (highlighted with a red box), "News", "Recent", "Announcements", and "Site Contents". The main content area features a large image of a racing helmet with "Microsoft Dynamics" and "G" branding, with a caption "Microsoft Dynamics and Lotus F1 Team". Below the image is a paragraph of text describing Microsoft Dynamics as a line of familiar, adaptable ERP and CRM solutions. Another "Access to Contents" link is highlighted with a red box below the text. At the bottom, there is a horizontal navigation bar with five icons and labels: "Customer Source" (customer icon), "Partner Source" (two people icon), "Products" (CD/DVD icon), "Knowledge base" (book icon), and "Download" (folder icon with a green download arrow).

- To access desired sub-page choose one of the options:



- When selecting the sub-pages, you are redirected to a page for submission of a request for allocation of rights.

Let us know why you need access to this site.

- In the request enter the following:
 - Name and Surname
 - Business e-mail address
 - Company Name

Let us know why you need access to this site.

- After selecting the button »Send request« you are notified of the acceptance of the request.

Let us know why you need access to this site.

Awaiting approval. We'll let you know about any updates.

If you want to update your request, you can write a message here.

Send

Janez Novak
janez.novak@adacta.si
Adacta d.o.o.
Less than a minute ago

- When request is approved, you will receive an e-mail notification.