

# FLP360<sup>o</sup>

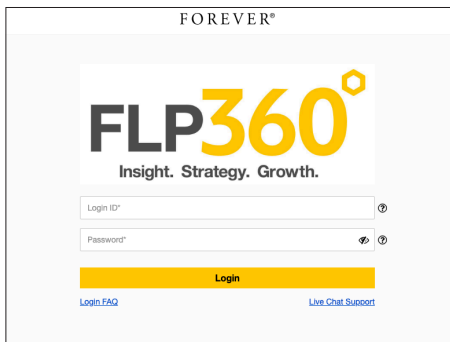
## FLP360 LOGIN UPDATE INSTRUCTIONS

We're making some changes to the login for the FLP360 platform and app! To login moving forward, you'll need to complete a one-time authentication with the current Google sign-in. After that, you'll use your FBO ID or email address to login with the new password you'll set up during this process.

**Here are the steps you'll use when you sign on for the first time after November 5, 2019:**

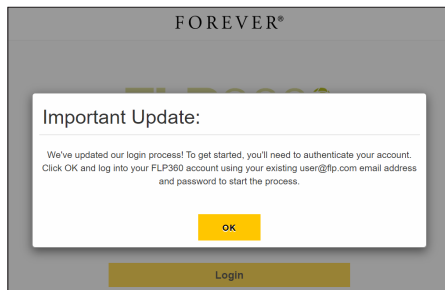
### STEP 1

When you visit the FLP360 App or Desktop Sign In page, you'll see a new login screen. Enter in your credentials for FLP360 here on this screen and select Login.



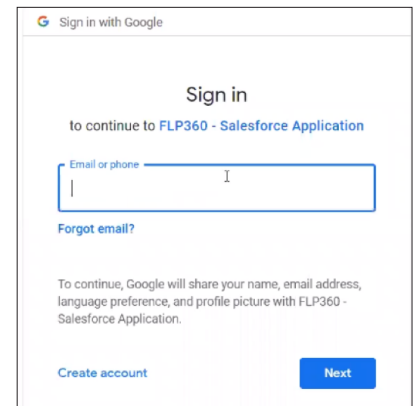
### STEP 2

A message will appear asking you to enter your FLP360 credentials into the Google Authentication screen on the next page. Click OK to proceed.



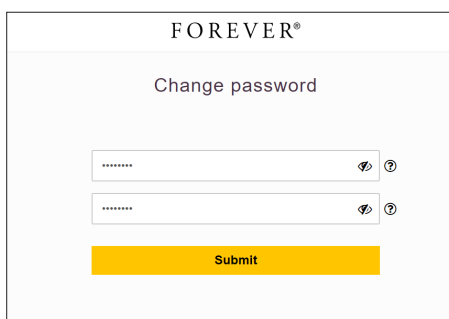
### STEP 3

Please enter your FLP360 credentials to authenticate your Google account. Remember: This is your @flp.com email address and associated password.



### STEP 4

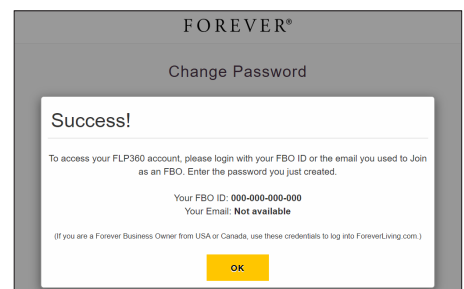
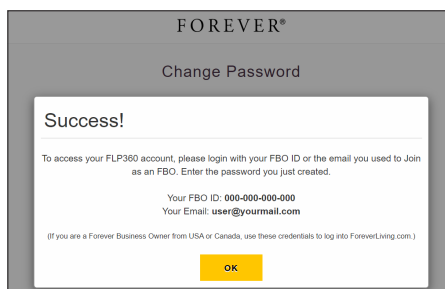
You'll be brought back to a screen to set a new password that you'll use for logging into FLP360 in the future.



### STEP 5

After setting up your new password, you'll get a pop up that contains your new login ID information. Be sure to write this information down and save it for future use! You will no longer use your @flp.com user ID to login to FLP360 in the future.

**Please note:** USA & Canada FBOs will also login to their FBO account portals using this same information.



\*Gmail Login Note: FLP360 users who use the Gmail service will need to login to Gmail.com separately using their @flp.com email address and previous password. Your new password will not work for this email service, it is only valid for signing into FLP360.