



RemoteConnect Support

Operating Instructions

Management Site User's Guide



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1. Introduction

Overview

OPTiM ID is a tool to publish and manage IDs to be used by RemoteConnect Support. You can operate the tool over the Internet. You do not need to install it on your computer.

Functions

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	Function name	Description
1	Environmental Settings	Change the display language and time zone of the management site.
2	Password Management	Change the login password for the management site.

System Requirements

Operating systems	Windows Vista or later
Compatible browser ^{*1}	Internet Explorer 8
Network connection	Can connect to the Internet. HTTPS communication (port 443) with the management site is possible directly or via a proxy.

*1 For the screen size, we recommend 960 pixels or more for the horizontal resolution

How to Read This Manual

Symbols

This manual uses the following symbols:

 **Note**

Indicates supplementary relevant information.

[]

Indicates the names of the keys that appear on the computer screen.

Disclaimer

To the maximum extent permitted by applicable laws, in no event will the manufacturer be liable for any damages whatsoever arising out of failures of this product, losses of documents or data, or the use or non-use of this product and operation manuals provided with it.

Make sure that you always copy or have backups of important documents or data. Documents or data might be erased due to your operational errors or malfunctions of the machine. Also, you are responsible for taking protective measures against computer viruses, worms, and other harmful software.

In no event will the manufacturer be responsible for any documents created by you using this product or any results from the data executed by you.

Notes

Some illustrations in this manual might be slightly different from the machine.

Contents of this manual are subject to change without prior notice.

Some functions explained in this manual do not work in this product.

Terminology

This section defines the terminology used in this manual.

OPTiM ID

Means this service.

URL

The address of a website.

Example: <http://www.xxxx.co.jp>

Application (app)

The services and software that can be used by OPTiM ID.

Browser

Software to use the Internet.

(For example, Internet Explorer or Firefox.)

Trademarks

1

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The product names of Windows Vista are as follows:

Microsoft® Windows Vista® Ultimate

Microsoft® Windows Vista® Business

Microsoft® Windows Vista® Home Premium

Microsoft® Windows Vista® Home Basic

Microsoft® Windows Vista® Enterprise

The proper name of Internet Explorer 8 is Windows® Internet Explorer® 8.

Firefox® is a registered trademark of the Mozilla Foundation.

Other product names used herein are for identification purposes only and might be trademarks of their respective companies. We disclaim any and all rights to those marks.

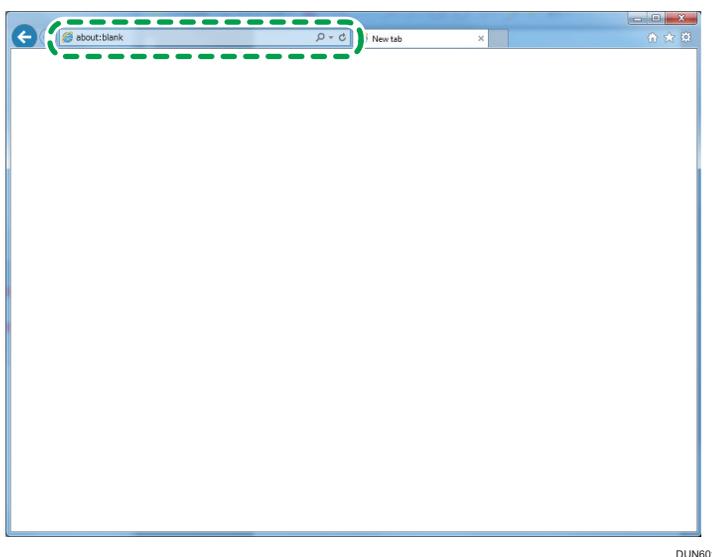
Microsoft product screen shots reprinted with permission from Microsoft Corporation.

2. Basic Operations of the OPTiM ID Management Site

Logging in to the Management Site

Log in to use the management site.

1. Start the browser, enter the URL of the management site in the green box, and then press the [Enter] key.



2. Enter your user ID or e-mail address and password, and then click [Login].

If you want to change the business code, click the button . When clicked, it changes to an entry field.

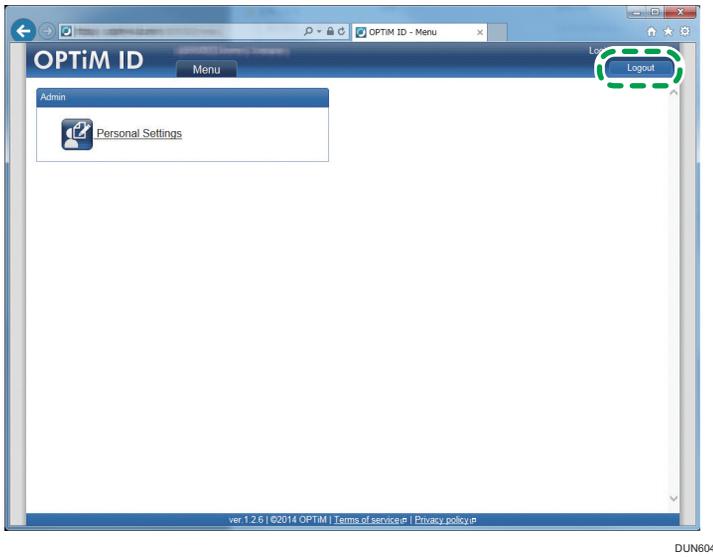
Note

- It is not necessary to enter your user ID or password for 6 hours even if the [Stay logged in] check box is not selected. However, if you log out or close the browser, you must enter the information again.
- If the [Stay logged in] check box is selected, you do not need to enter your user ID or password at the next login for 14 days. If 14 days pass, you must enter the information again. Furthermore, if you log out once, the automatic login function is no longer available.

3. The top page is displayed.

Logging Out of the Management Site

1. Click [Logout].



Note

- If you log out once, you must enter your user ID or e-mail address and password again, even if [Stay logged in] check box was selected at the login page.

2. The login screen appears.

[Menu] Screen Items



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OPTiM ID logo

When you click the logo, the screen changes to the [Menu] screen.

Login information

Displays the name and business name of the logged-in user.

[Logout]

Click this button to log out.

Admin menu

The OPTiM ID administration menu.

App menu

Displays the menu of the currently selected application.

3. Changing Personal Settings

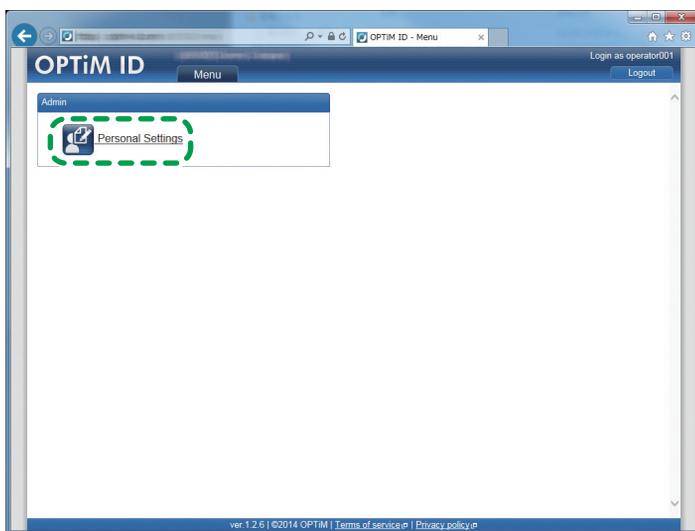
You can change the language and time zone of the management site and the password necessary for you to log in.

Changing Environmental Settings

Change the language and time zone of the management site.

1. Click [Personal Settings] on the [Menu] screen.

3



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2. Under [Environmental Settings], click [Edit].
3. Select the language and time zone, and then click [Save].

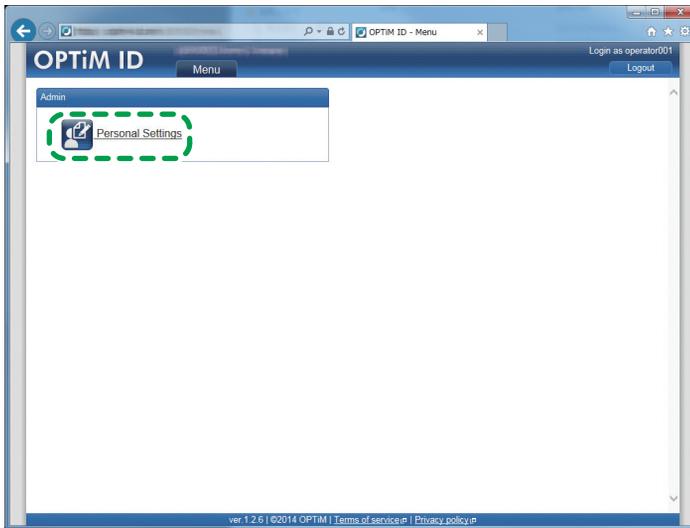
Note

- To discard changes, click [Cancel].

4. The environmental settings are changed.

Changing the Login Password

1. Click [Personal Settings] on the [Menu] screen.



2. Under [Password], click [Edit].
3. Enter the new password, and then click [Save].

Note

- To discard changes, click [Cancel].

4. The password is changed.

4. Appendix

Frequently Asked Questions

Q1

I cannot open the management site.

A1

1. Are you connected to the Internet?

To use the management site, you need to be connected to the Internet.

Check whether your computer is connected to the Internet.

2. Does your computer satisfy the system requirements?

For the OPTiM ID system requirements, see page 5 "System Requirements".

Q2

I selected the [Stay logged in] check box, but automatic login does not start.

A2

Automatic login is effective for 14 days from when the [Stay logged in] check box is selected. If 14 days pass, you must enter the information again. Furthermore, if you log out once, the automatic login function is no longer available. Enter your user ID or e-mail address and password again to log in.

Q3

How do I check the current login password?

A3

It is not possible to check the current login password. Set a new password from the user screen. For details, see page 13 "Changing Personal Settings".

MEMO

