



Client Password Reset Process

PARTNER
FOR
TRUST



1 Click 「Client Login」

English 日本語 中文

Advisor Logi **Client Login**

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! Safety of Client Assets

! Public Holidays of this year

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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 selector with 'English 日本語 中文'. Below this is a navigation menu with 'Home', 'About Us', 'Plans', 'Assets', 'Tools', and 'Contact Us'. The main content area has a background image of a boat on water. In the center, there is a text block: 'Forgot your password / Password reset', 'Please [reset your password](#) / Password reset', and 'Having problems logging in? Please [contact us](#)'. A red circle highlights the 'reset your password' link, and a red arrow points to it from the text 'Reset your password'. To the right of this text is a dark blue box titled 'Already Have a Login?' containing the text 'Clients with a login should enter their Client Number and Password:', two input fields labeled 'Client No.' and 'Password', and a 'Submit' button. At the bottom, there is a dark blue box titled 'Need a Login?' containing the text 'Client Account Registration and Activation:' and a list of two instructions. A link 'Activation Workflow' is located at the bottom right of this box.

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Forgot your password / Password reset

Please [reset your password](#) / Password reset

Having problems logging in? Please [contact us](#)

Reset your password

Already Have a Login?

Clients with a login should enter their Client Number and Password:

Client No.

Password

Submit

Need a Login?

Client Account Registration and Activation: [Activation Workflow](#)

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 CI.



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

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FORGET PASSWORD

Three Steps to reset your password :

1. Please enter your "client number" and press "submit".
2. Metis CI 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」 email from eCenter@MetisGL.com, please click the link on 「**Change My Password**」

Dear Sir/Madam,

We just received a notice from you on forgotten password.

Please click the following link 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 “Forgotten Password”.

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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.

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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

