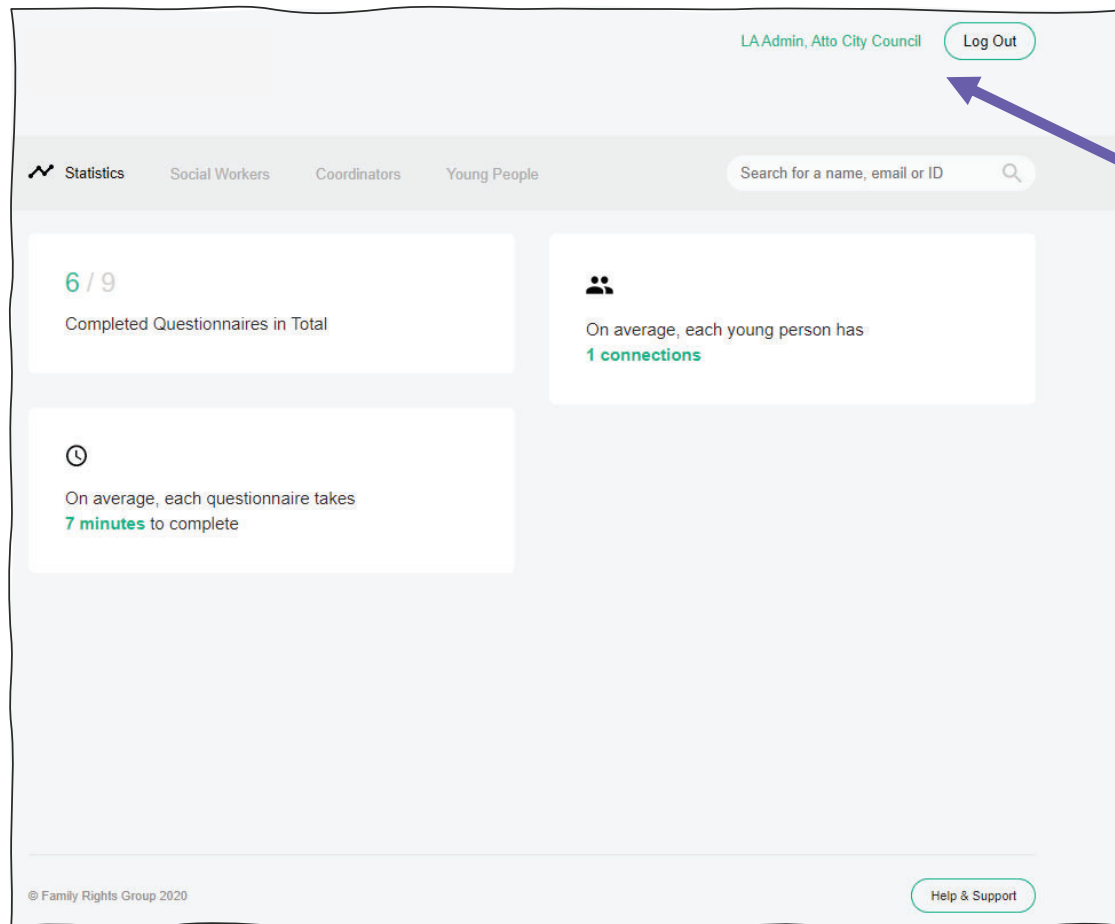


Circles

Additional administrators





Original administrator logs into account.

Click on name at top.

[< Back to Dashboard](#)

Your Account

Account Name

[Update Name](#)

LAAdmin

Account Email

[Update Email](#)

sct@frg.org.uk

Password

[Change Password](#)

Last changed 19 November, 2019


Other administrator accounts

Administrator's Name

Administrator's Email

[Add a New Administrator](#)

Scroll down and
click on **“add a new
administrator”**.

 LAAdmin, Atto City Council [Log Out](#)

[Statistics](#) [Social Workers](#) [Coordinators](#) [Young People](#)

Account Settings

Add a new Administrator

Enter the new Admin's Name

Enter the new Admin's Email

Confirm the new Admin's Email

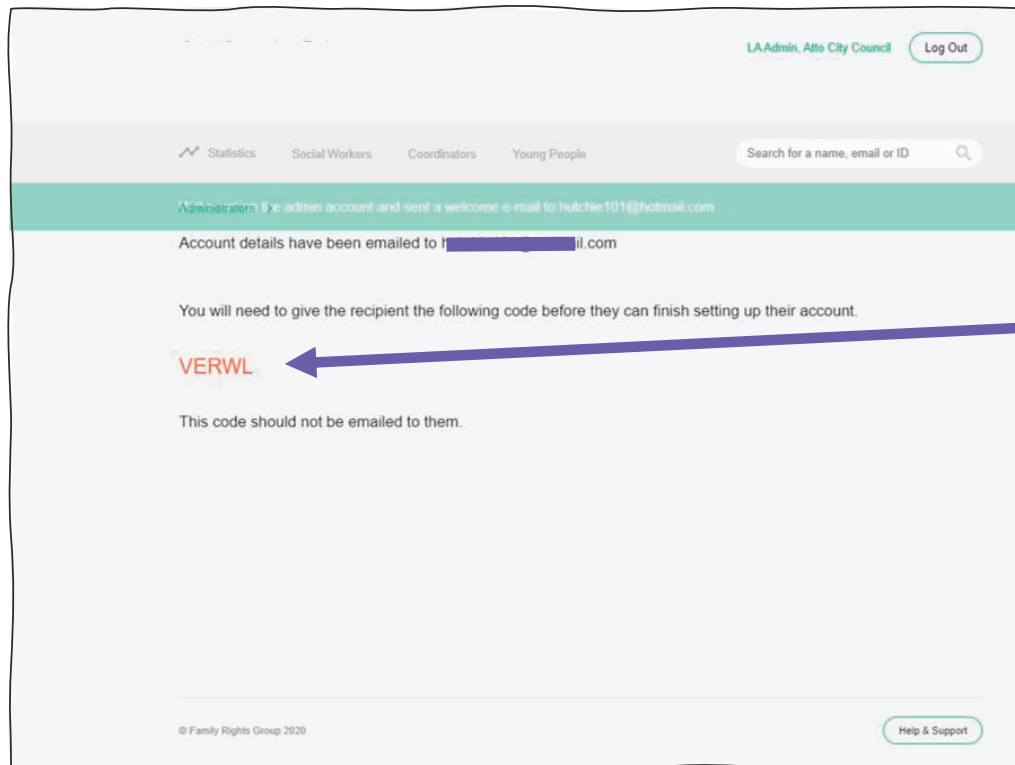
[Cancel](#) [Create Account & Send Link](#)

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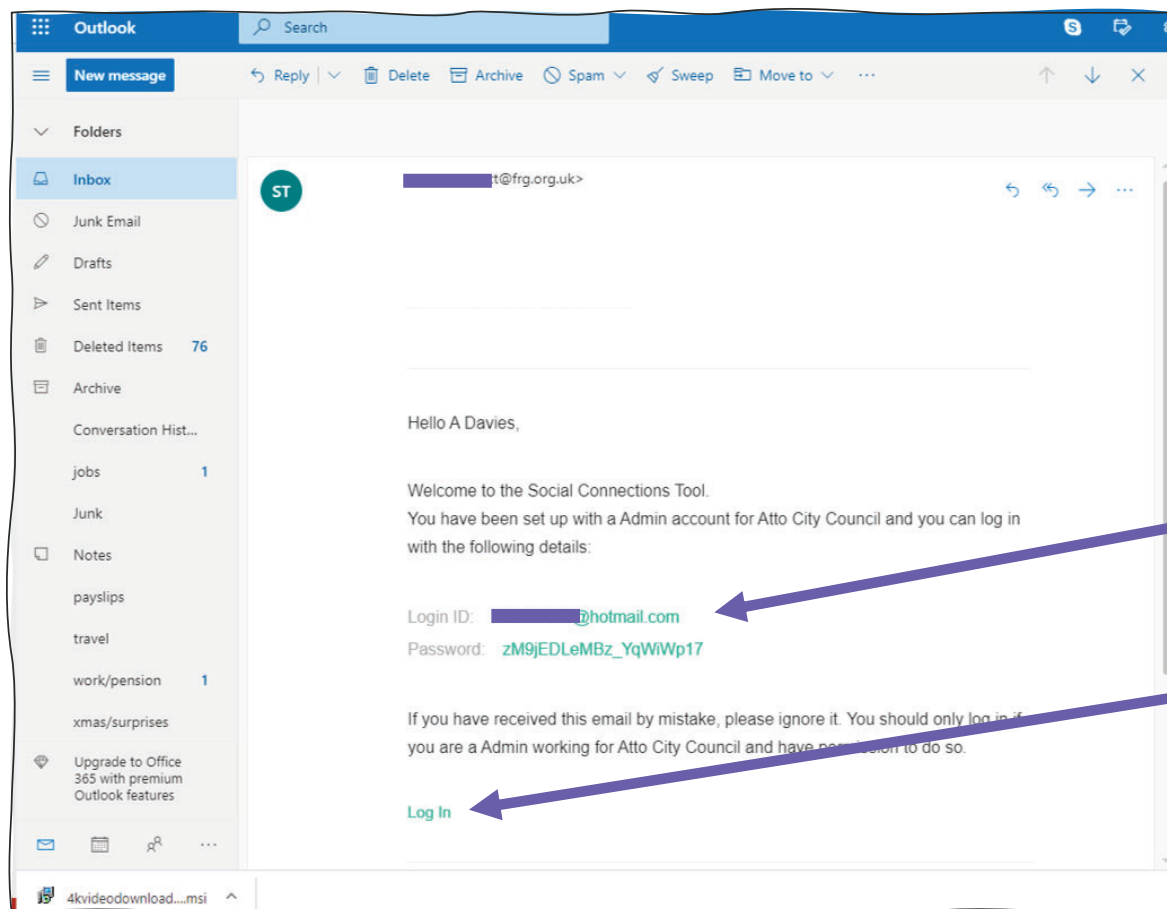
[Help & Support](#)

Complete details of
new administrator

Click “create
account & send
link”



Note down the verification code and give to the new administrator.



New administrator
receives welcome
email with log in
details

Click here

The image shows a login page with a white background and a light gray border. At the top, there is a faint header. The main content area contains a 'Log in' section. Below the title, there are two input fields: 'Email Address' and 'Password'. The 'Email Address' field contains a redacted email address ending in '@il.com'. Below the 'Password' field, there is a link that says 'If you need to reset your password, please contact your Local Authority's Circles Administrator'. At the bottom of the login section is a green 'Log in' button. In the bottom left corner of the page, there is a copyright notice: '© Family Rights Group 2020'. In the bottom right corner, there is a 'Help & Support' link. Two blue arrows point from external text boxes to the 'Password' field and the 'Log in' button.

Log in

Email Address

██████████@il.com

Password

If you need to reset your password, please contact your Local Authority's Circles Administrator

Log in

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Help & Support

Type in
password
contained with
email

Click here

You've logged in with your temporary password

Please choose a new password for your account

Enter current Password

Enter new Password

Must contain at least 10 characters and include one uppercase letter, one lowercase and one number

Confirm new Password

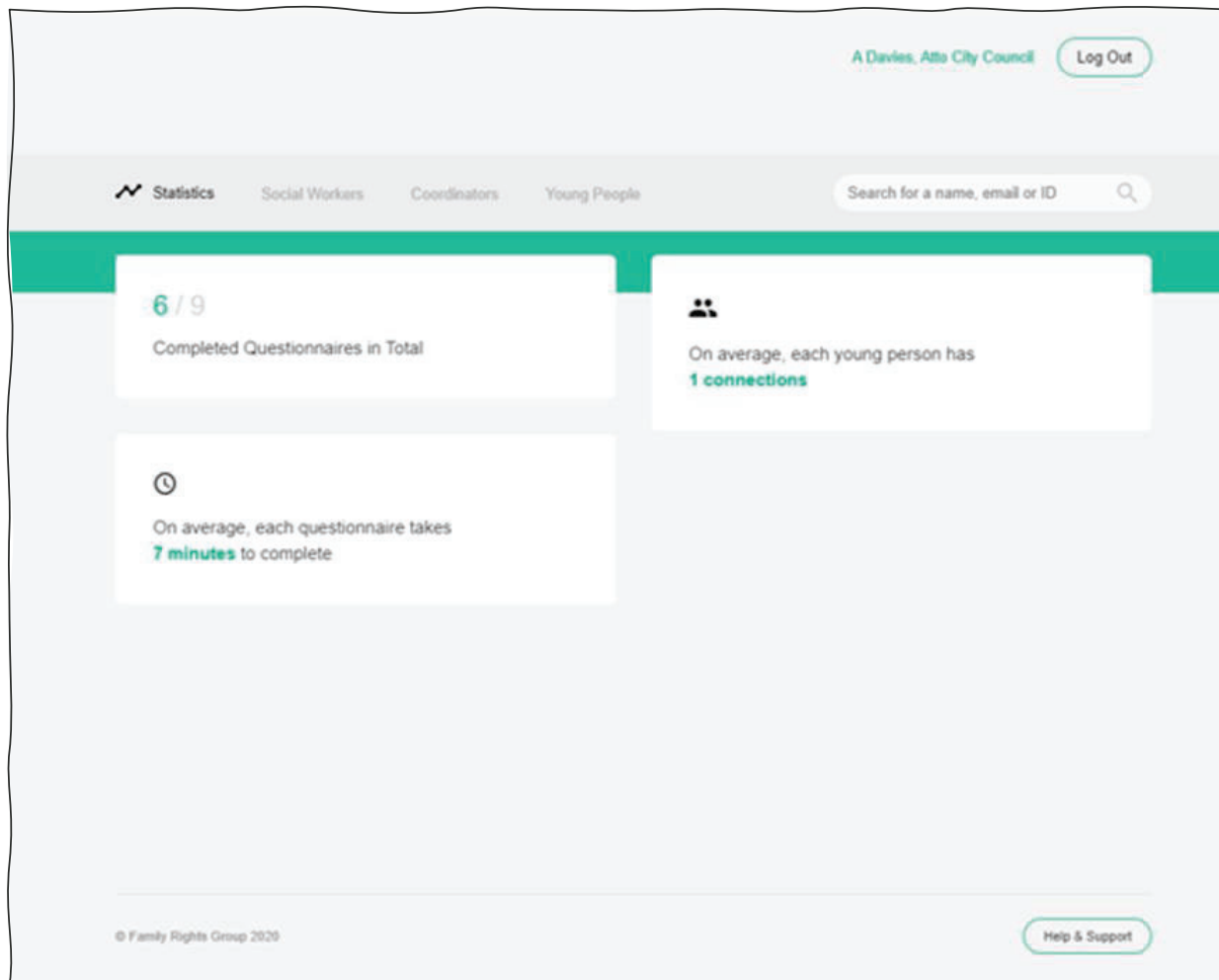
Enter Temporary Account Code

This is a temporary account code that should have been provided by the Local Authority Administrator separate to your welcome email

New administrator sets up new password

Enter the code given to the original administrator

Click here



New administrator now set up.