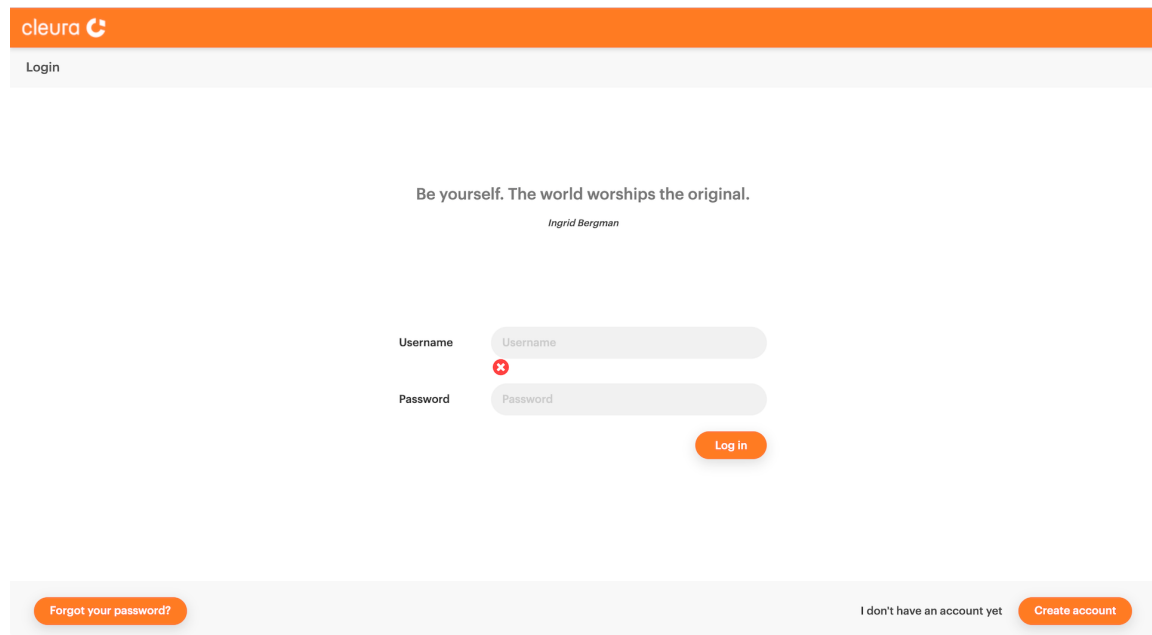


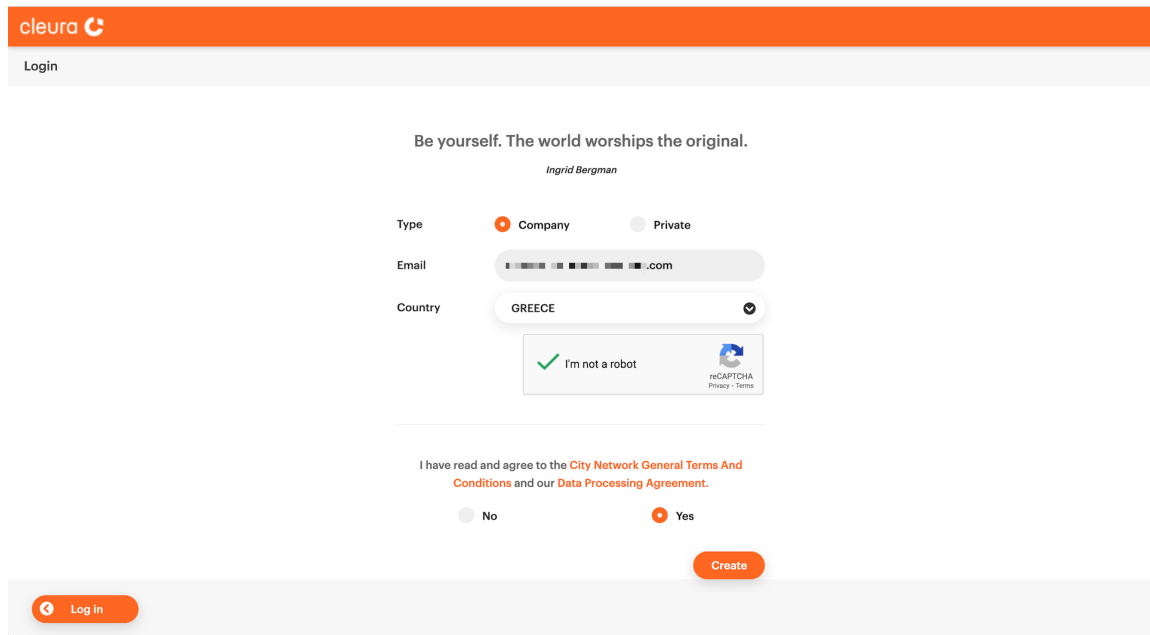
Creating a new account

To gain access to the Cleura Cloud Management Panel, you first have to create a new account. For that, navigate to <https://cleura.cloud>. At the bottom right-hand side of the page, click on the *Create account* button.



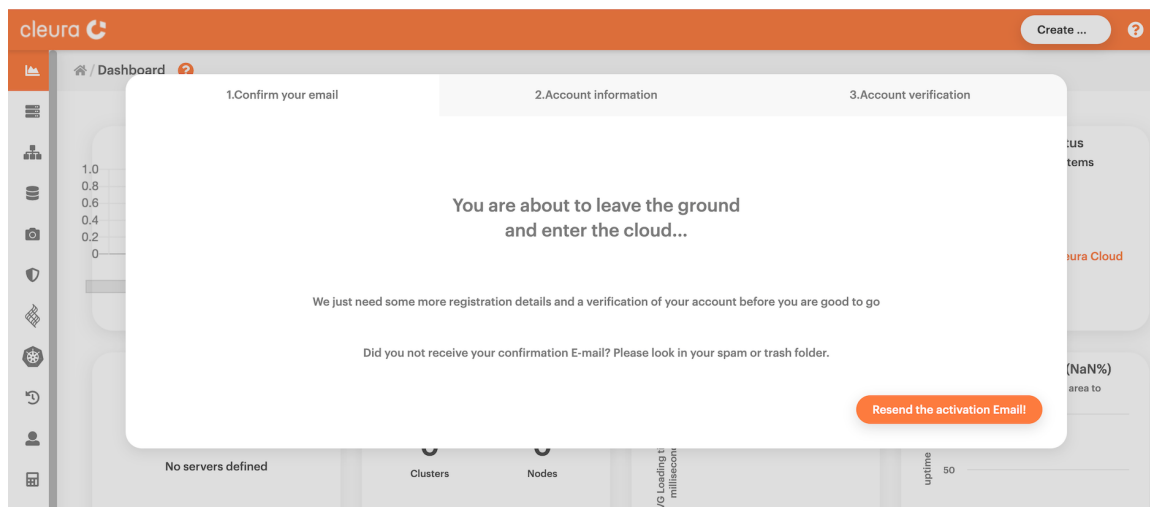
The screenshot shows the login page of the Cleura Cloud Management Panel. At the top, there is an orange header with the 'cleura' logo and a circular arrow icon. Below the header, a light gray bar contains the word 'Login'. The main content area has a quote: 'Be yourself. The world worships the original.' by Ingrid Bergman. Below the quote are two input fields: 'Username' and 'Password'. The 'Username' field has a red 'x' icon next to it. To the right of the 'Password' field is an orange 'Log in' button. At the bottom of the page, there is a light gray bar with three buttons: 'Forgot your password?' (orange), 'I don't have an account yet' (light gray), and 'Create account' (orange).

Select the new account type (that would be *Company* or *Private*), carefully type in a valid email address, and choose your country. At your leisure, please read the [City Network General Terms And Conditions](#) and our [Data Processing Agreement](#). Agree to these documents (select *Yes*), check the *I'm not a robot* box, and then click on the *Create* button.



The image shows the login page of the Cleura Cloud Management Panel. At the top, there is an orange header with the Cleura logo and a 'Login' link. Below the header, the page features a quote: 'Be yourself. The world worships the original.' by Ingrid Bergman. The main form area contains fields for 'Type' (with 'Company' selected), 'Email' (with a masked address), and 'Country' (set to 'GREECE'). A reCAPTCHA 'I'm not a robot' checkbox is also present. Below these fields, there is a checkbox for agreeing to the 'City Network General Terms And Conditions' and 'Data Processing Agreement', with 'Yes' selected. A 'Create' button is at the bottom right of the form. At the bottom left, there is a 'Log in' button with a back arrow.

This will redirect you to the Cleura Cloud Management Panel, and since you are logging in from a new account for the first time, you now have to take three simple steps.



- **Step 1 - Confirm your email.** Check your inbox or your SPAM/junk folder for an email from `no-reply@cleura.com` with the subject *Thank you for your registration - Cleura Cloud*. Open that email and click on the link in the message body.

placing a simple phone call. Should you choose to verify by credit card, rest assured that no charge will take place — no money will be drawn from the card, in other words. On the other hand, if you prefer to verify by phone, you may certainly do so during business hours (08:00 - 17:00 CET/CEST UTC+1/UTC+2). If you choose to call, please remember that you will be asked for the username of the new account, so have that piece of info handy.



After the account verification is complete, you are greeted by the Cleura Cloud Management Panel. Feel free to follow through the introductory guide to the environment — that will not take long — or skip it and start taking advantage of the Cleura Cloud without delay.

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Authors: Christos Varelas, Florian Haas