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**Using Incognito Browser Mode**

1. Right click on the Chrome icon on the taskbar
2. Select **Incognito Mode** (This essentially means a “private” browser)

Graphical user interface, application

Description automatically generated

Once the window opens, it should automatically go to this window below

If it doesn’t, copy and paste this link in the address bar at the top

<https://terraindustrial.sharepoint.com/>

Graphical user interface, application

Description automatically generated

1. Sign in with your email address

Graphical user interface, text

Description automatically generated

1. Put in your password

Graphical user interface, application

Description automatically generated

Then you shouldn’t have any issues 😊