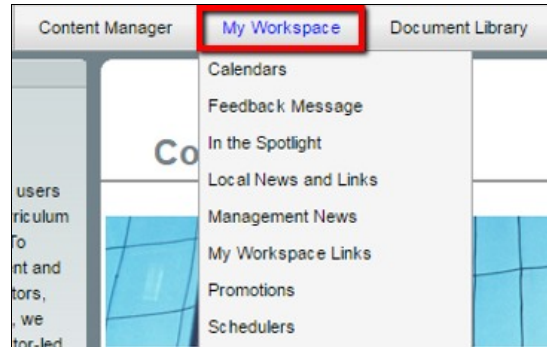


My Workspace

[Control Panel](#) > [My Workspace](#)

My Workspace:



About My Workspace:

The **My Workspace** page is the private hub of your Portal (for both Tenant and Non-Tenant users) integrating all of the tools necessary for smooth daily operations and communication. Depending on one's affiliated User Group and subscribed services, available tools will vary. Some of the tools available on the My Workspace page are as follows:

- [Calendars](#)
- [Feedback Message](#)
- [Local News and Links](#)
- [Management News](#)
- My Documents
- [My Workspace Links](#)
 - Building Services
 - Tenant Tools
- [Promotions](#)
- [Property Alerts](#)
- [Schedulers](#)
- Work Order Dashboard

Logging Into My Workspace:

Your portal's My Workspace page can be accessed by logging into your property's portal using your user credentials. Once logged in, you will be automatically redirected to the My Workspace page and a My Workspace link will appear in the portal's navigation toolbar.

A screenshot of a login form. At the top, there is a navigation bar with links: 'SIGNING INFO', 'TENANT HANDBOOK', 'PRESS ROOM', 'LOGIN' (highlighted with a red box), and 'TEST1'. Below the navigation bar, the text 'WELCOME USERS' is displayed. Underneath, it says 'Please type your username and password'. There are two input fields: 'USERNAME/EMAIL:' and 'PASSWORD:'. Both fields are highlighted with a red box. At the bottom of the form, there are two buttons: 'OK' and 'Reset'.

[Forgot your password?](#)