

My Profile – Linked Units

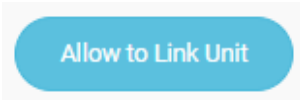
Linked Units allow OwnerLink the ability to seamlessly access multiple OwnerLink accounts without having to repeat login and logoff processes multiple times. Units can only be linked if:

- The same Owner owns multiple units
- The Owner has an active OwnerLink account for the unit
- The Owner has completed the 'Allow to Link Unit' process

Allow to Link Unit

For each unit wanting to be Linked, the following configuration is required in each owned unit by the Unit Owner:

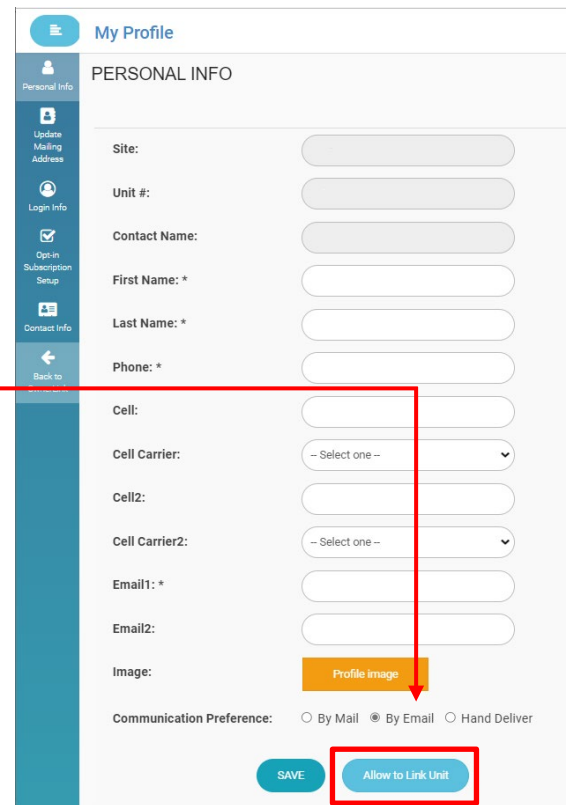
1. Click the person icon in the top right corner, then selects “myProfile” from the dropdown menu provided.
2. User will have to allow the unit to have the ability to be linked. This is done by selecting the “Allow to Link Unit” button at the bottom of the Personal Info page.

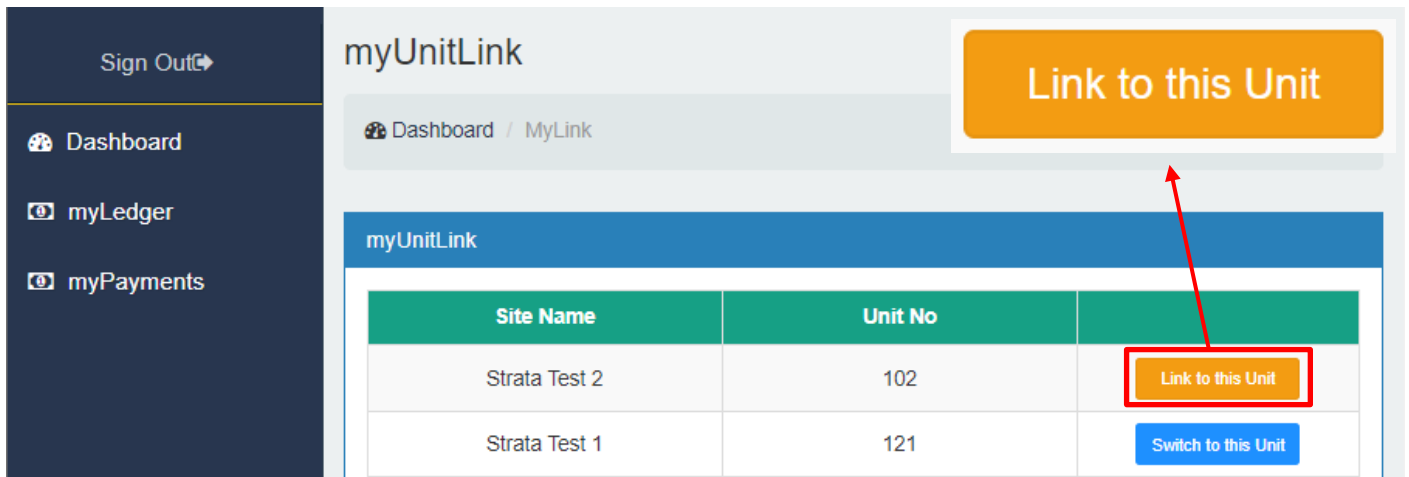


3. Once 'Allow to Link Unit' button has been clicked, an email notification will be sent to the owner's email (email 1). This notification will contain:
 - a. Steps needed to finalize the unit link process
 - b. Unit link code

* Please note, for each unit linked, a unique link code will be required to complete the setup.

4. When the user returns to the Dashboard, in the menu under the blue icon in the top-right corner, click 'myUnitLink'.
5. Units that have been set to “Allow to Link Unit” will display in a table that displays the Site and Unit. To continue the process of linking the units, the user must click the orange “Link to this Unit” button in the last column.





- As instructed in the email received by the owner, a window will display and the user will have to input the User Name, Password and Link Code provided for the desired unit, and click Submit.

Unit 102 at Strata Test 2 has been successfully added to linked accounts in OwnerLink

no-reply@awmalliance... 4:52 PM (18 minutes ago) to me

Hello ,Please note you have successfully allowed Strata Test 2 to be linked to your other OwnerLink account involves registering each owned unit by clicking the 'Allow to Link Unit' button located in the myProfile area, at which point a link is emailed to you. Once the above is completed, please log into the 'myUnitLink' area. The following information will be required for each unit: 1. Username – this is the username below which you are trying to login to 2. Password – this is the password for the unit you are trying to login to 3. Link Code – this is the code you are given once 'Allow to Link Unit' had been completed. Please note for this unit is 44487.

Strata Test 2 Unit#102

User Name:	<input type="text" value="UserName"/>
Password:	<input type="password" value="Password"/>
Link Code:	<input type="text" value="44487"/>

- When the page refreshes, the user will be provided with the option to “Switch to this Unit” in the third column. When the user clicks this, the page will refresh to the dashboard of the selected unit.
- To link additional units, the user will have to repeat the process from this unit (#5 - #7). After submitting the required information, the Owner will be able to jump back and forth between units from the myUnitLink menu.