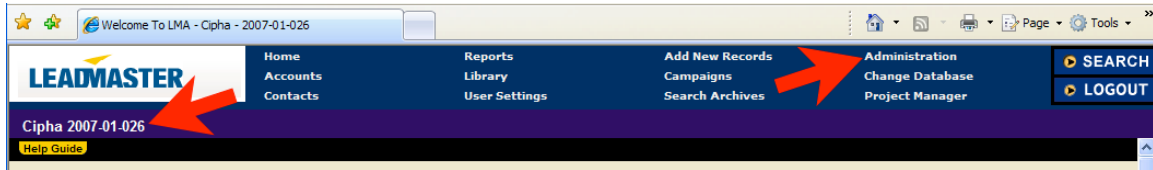
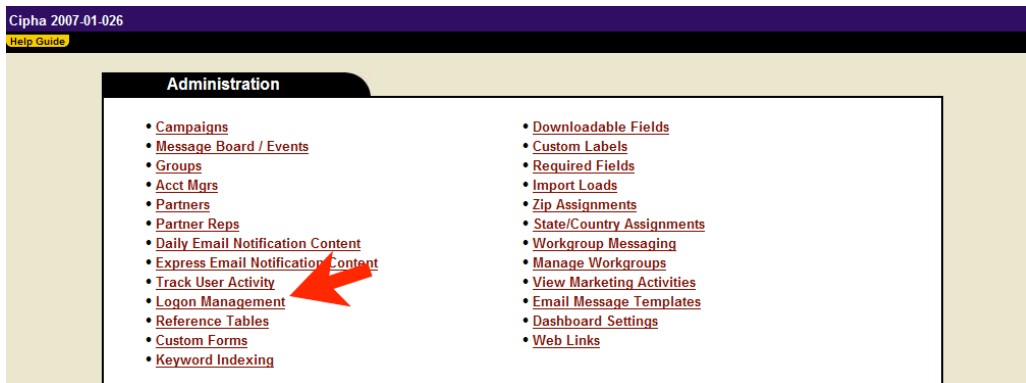


LEADMASTER

Log into the appropriate workgroup
Go to the Administration link on the right of the screen, click on the link



On the Administration screen click on the “Logon Management” link



Enter your last name and click Go in order to locate your Logon Account
Locate your logon account and click on the “Internal” link to the far right of your name.

Workgroup LMA - Cipha - 2007-01-026

First Name	Last Name	Username	Type	Workgroup(s)	Created	Last Accessed	Status	Count	Function	
<input type="checkbox"/>	Yee Wei	Yeow - ADMIN	yeewei.yeow@admin.leadmaster.com.au	Administrator	LMA - Cipha - CRPT LMA - LMA - Production LMA - LMA - User Survey LMA - A LPS - Demo LMA - Academy - Call Cert 3 LMA - Academy - Call Cert 3 (dummy) (Not Active)	8/29/2006 10:01 AM	1/21/2008 6:47 PM	Active	690	Privileges Internal User Profile
More... View the complete list										
<input type="checkbox"/>	Yee How	Yeow - ADMIN	yeehow.yeow@admin.leadmaster.com.au	Administrator	LMA - Cipha - CRPT LMA - LMA - Production LMA - LMA - User Survey LMA - A LPS - Demo LMA - Academy - Call Cert 3 LMA - Academy - Call Cert 3 (dummy) (Not Active)	1/9/2008 2:41 PM	3/3/2008 1:08 AM	Active	132	Privileges Internal User Profile
More... View the complete list										

LEADMASTER

On the “Internal Security” screen locate the specific workgroup entry in the “workgroup” column on the left of the screen, click on the “settings” link to the far of the workgroup entry.

Internal Security - Yee How Yeow - ADMIN	
Workgroup	
LMA - Cipha - CRPT	settings info
LMA - .LMA - Production	settings info
LMA - .LMA - User Survey	settings info
LMA - A LPS - Demo	settings info
LMA - Academy - Call Cert 3	settings info
LMA - Academy - Call Cert 3 (dummy)	settings info
LMA - AEC - Production	settings info
LMA - ANZ (Demonstration)	settings info
LMA - ANZ Foreign Exchange(Production)	settings info
LMA - ANZ Hedging and Strategic (Production)	settings info
LMA - ANZ Investor Sales (Production)	settings info
LMA - APC (Production)	settings info
LMA - AusPost - eParcel Qld	settings info
LMA - CAD Partners (Production)	settings info
LMA - China (Demo)	settings info
LMA - China (Demo)	settings info
LMA - Cipha - 2007-01-002	settings info
LMA - Cipha - 2007-01-023	settings info
LMA - Cipha - 2007-01-024	settings info
LMA - Cipha - 2007-01-025	settings info
LMA - Cipha - 2007-01-026	settings info
LMA - Cipha - 2007-01-027	settings info

On the next “Internal Security” settings screen go to the “Label Set” drop down and you will see that yours is set to “Do not set (Let user default override)”

Internal Security - Yee How Yeow - ADMIN

Workgroup: LMA - Cipha - 2007-01-026

Message Board: Basic Information Board

Label Set: Do not set (Let user default override)

Listed in Call Back Assignment: Yes No

Change the “Label Set” to the Custom Label set you wish to use. Scroll to the very bottom of that screen and click the “Submit” button.

Internal Security - Yee How Yeow - ADMIN

Workgroup: LMA - Cipha - 2007-01-026

Message Board: Basic Information Board

Label Set: LMA - Cipha - 2007-01-026-Test

Listed in Call Back Assignment: Yes No

Log out of the application. Close your browser window. Open a new browser window and log the workgroup you changed the label set for.