

LightWurx Media

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Accessing Your Private Delivery Area

In the December 2005, the LightWurx Media website was modified to better assist our customers in obtaining the information or data they need. Most of these modifications have been made "behind the scenes" and only effect issues of content delivery. One of the revisions added was a private delivery webpage. Here are instructions on how to access your secured data.

1. Open the main LightWurx Media web-page (<http://www.lightwurx.com>) in your favorite web-browser. This will take you to the top page. Click on the Promotional Services button to enter the site.
2. Click the "Deliveries" button on the menu on the left side of the web-page (<http://www.lightwurx.com/biz/deliveries.html>).



3. You will find your organization or band's name listed alphabetically. Click on your name (it's a link to your private web-page).
4. The web-server will ask you for a username/password. Your login information will have been sent you in another email message for security reasons. The

username and password cannot be changed so be sure to save the information in a secure location for future reference; all future content releases to you will use this same mechanism. Also note that most modern web browsers will ask you if you would like the program to remember the login information – it is your choice if you want to use that facility.



5. Once logged into the system, you'll be in your private area. In this area, you might find links to proof galleries or links to download-ready ZIP-files.

If you have difficulties accessing your data, please contact the system administrator at webmaster@lightwurx.com.