



# Royal Bean

## Summary Document

### (Access & Branding)

The information in this document is effective Aug 25th, 2023

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The office of Launch Online is located on the unceded traditional territory of the 'Namgis First Nation, who have been stewards of this area for many generations.

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## **Part 1: How to log in to the services**

### **SECTIONS**

- 1.1 OnlyDomains**
- 1.2 Zoho Mail**
- 1.3 Zoho CRM**
- 1.4 Line 2**
- 1.5 Koho**
- 1.6 Google My Business**
- 1.7 Wordpress**
- 1.8 Twitter**
- 1.9 Youtube**
- 1.10 Facebook**
- 1.11 Anytime Mailbox**
- 1.12 Slack**
- 1.13 Zoho Social Management**

## 1.1 ONLYDOMAINS

- Renewal Date:

1. Go to <https://www.onlydomains.com/>

- Log in username and password.

**Username:** 9213125123

**Password:** 12345678901234567890



**ONLY  
DOMAINS**

Login to your account

A login form consisting of three input fields: 'Username', 'Password', and a large red 'LOGIN' button. Below the form are links for 'Lost your Password?' and 'Forgot Username?'. At the bottom is a dark blue button labeled 'CREATE AN ACCOUNT'.

## 1.2 ZOHO MAIL

1. Go to <https://accounts.zoho.com/>

- Log in username and password.

**Username:** mhealrio@zyker.biz

**Password:** mhealrio123022@

The screenshot shows the Zoho Mail sign-in page. At the top right, a red arrow points to the "SIGN IN" button. The main heading is "Secure Business Email for your organization". On the left, there's a sign-in form with fields for "Email address or mobile number" and "Password" (which is highlighted with a red box). Below the form are links for "Forgot Password?", "Sign in using" (with icons for Google, LinkedIn, Facebook, Twitter, and Apple), and "Don't have a Zoho account? Sign Up Now". On the right, there's a "Get started with ad-free email." section with radio buttons for "Business Email" and "Personal Email". Further down, there's a "Passwordless sign-in" section with a sub-section for "OneAuth 2FA".

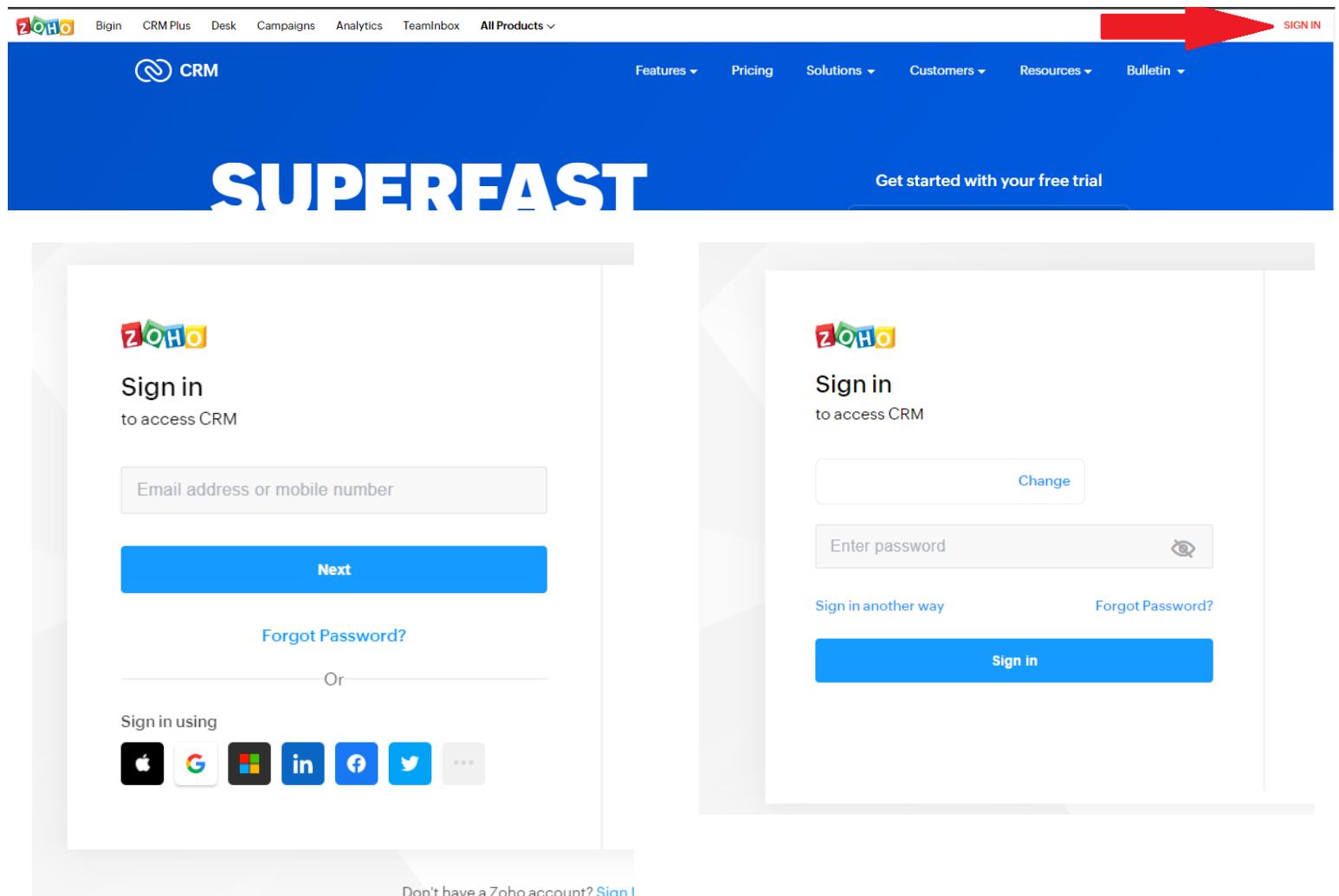
## 1.3 ZOHO CRM

1. Go to <https://crm.zoho.com/>

- Log in username and password.

**Username:** *ADDAACTH01Z0.COM*

**Password:** *ADDV7V0VVvvvvvvv*



## 1.4 LINE 2

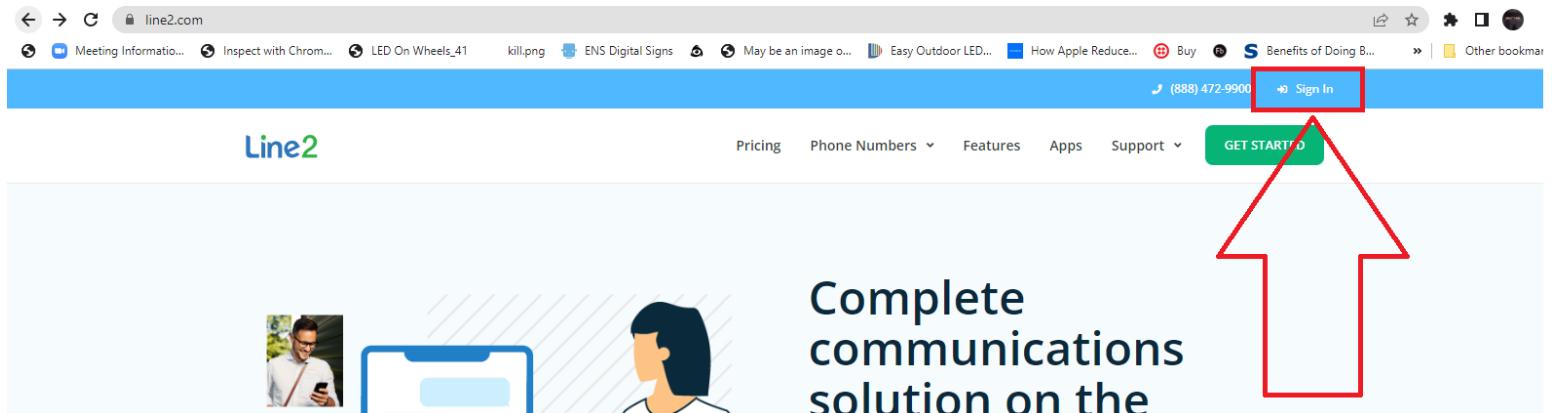
1. Go to <https://www.line2.com/>

- Log in phone number and password.

**Phone no:**

**Password:**

**\*\*IMPORTANT\*\*** for all Line2 accounts, MUST include the 1 in front of the number before able to login or reset password.



## 1.5 KOHO

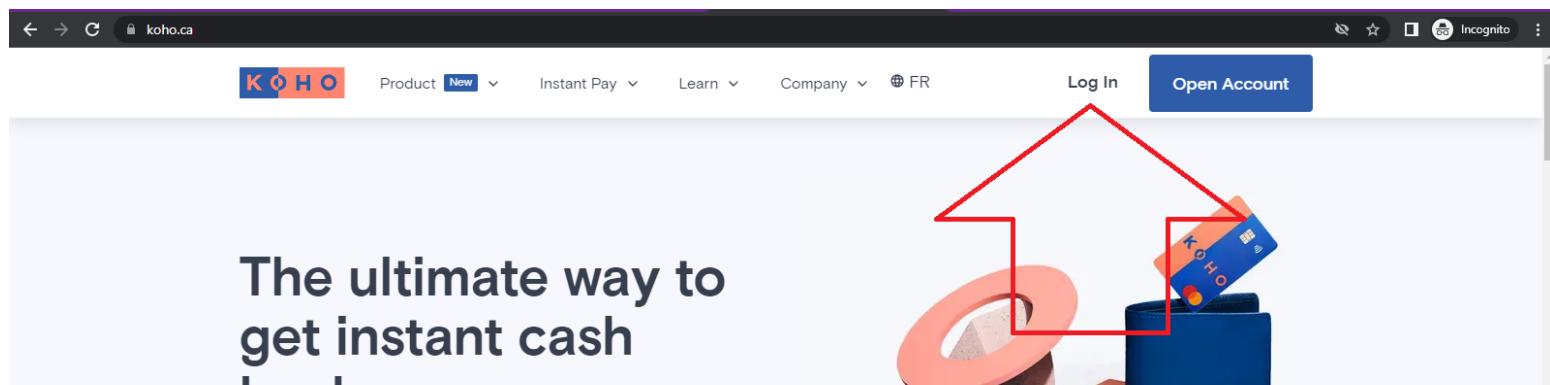
1. Go to <https://www.koho.ca/>

- Log in username and password.

**Username:**

**Password:**

**PIN :**



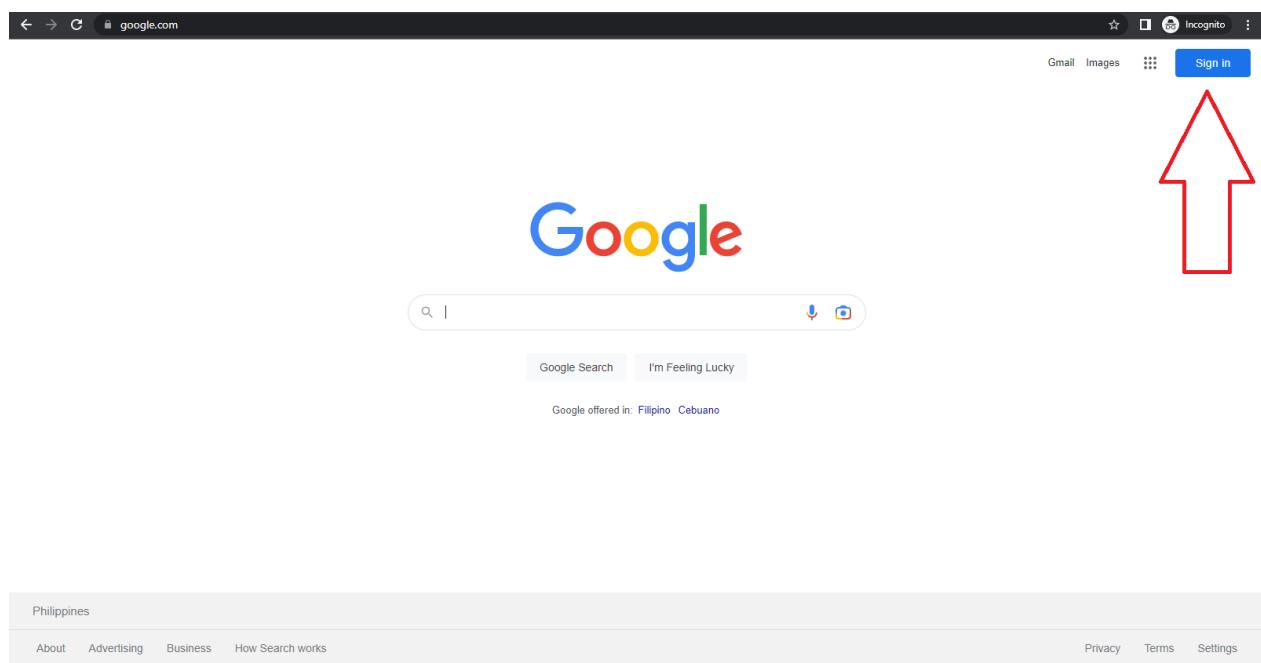
## 1.6 GOOGLE MY BUSINESS

1. Go to <https://accounts.google.com/>

- Log in username and password.

**Username:** 

**Password:** 



**Sign in**

Use your Google Account

Email or phone  
info@nlfcorporate.com

[Forgot email?](#)

Not your computer? Use Guest mode to sign in privately.  
[Learn more](#)

[Create account](#)

**Next**

**Welcome**

info@nlfcorporate.com

Enter your password

Show password

[Forgot password?](#)

**Next**

English (United States) ▾ Help Privacy Terms English (United States) ▾ Help Privacy Terms

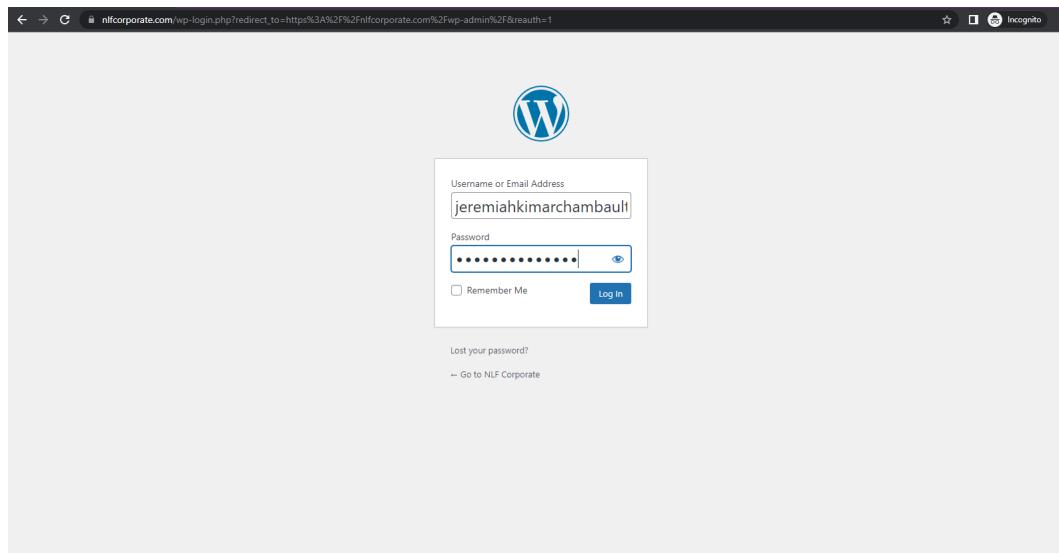
## 1.7. WORDPRESS

1. Go to <https://royalbeanco.com/wp-admin>

- Log in username and password.

**Username:** ~~xxxxxxxxxxxxx12314515~~

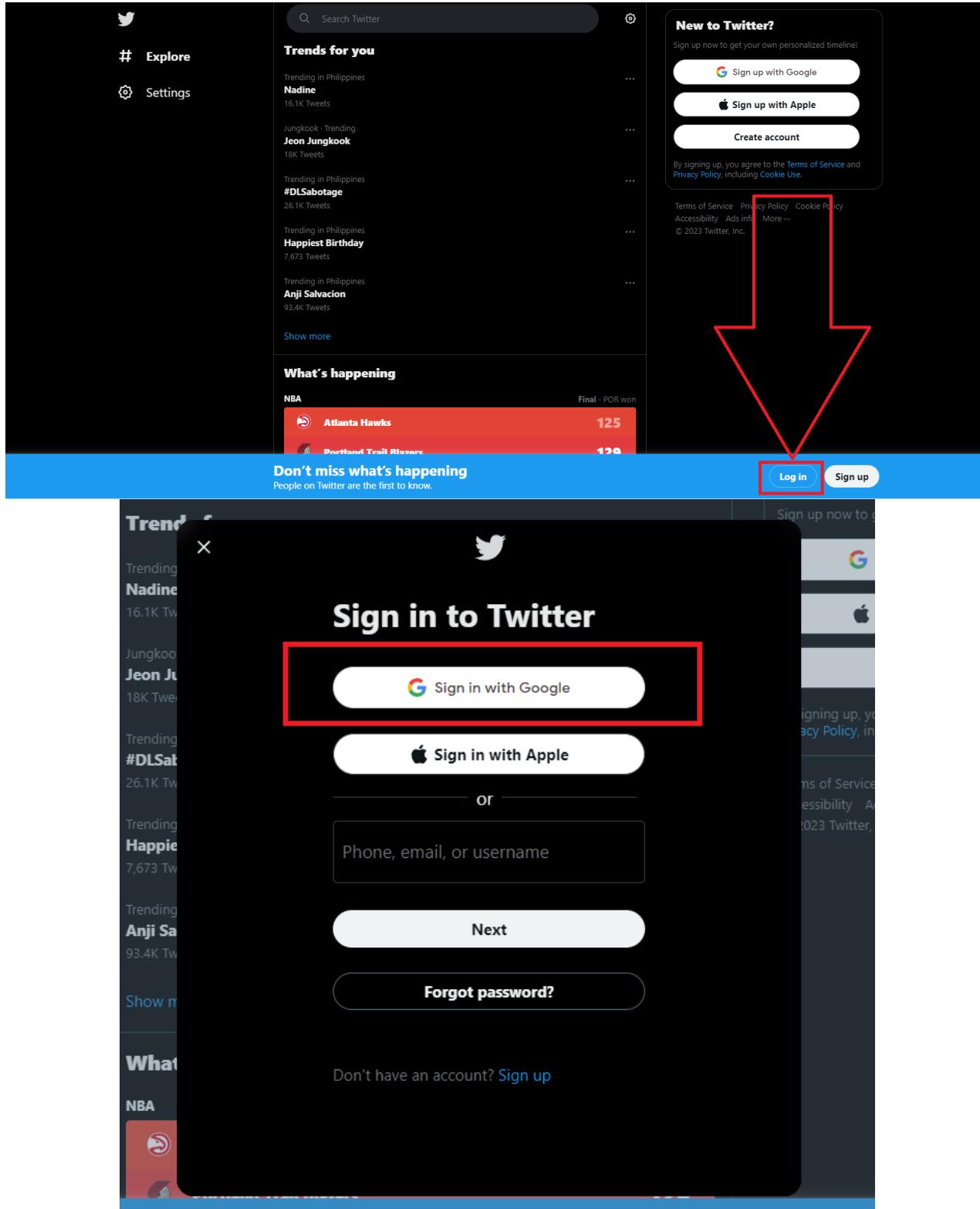
**Password:** ~~XXXXXXXXXXXXXX1~~



## 1.8 TWITTER

1. Also using your google account you can log in to your **Twitter**

- Go to <https://twitter.com/>



## 1.9 YOUTUBE

1. And using your google account you can also log in to your **Youtube**
  - Go to <https://accounts.google.com/>
    - Inside of your google account you will see in the top right corner a multiple dot/box.
    - Then find the youtube icon.



**Upload a video to get started**

Start sharing your story and connecting with viewers. Videos you upload will show up here.

[Upload video](#)

Learn more about [how to get started](#)

## 1.10 FACEBOOK

1. We need to make sure that the client has a Facebook profile so that we can transfer the Facebook page to his profile.

## 1.11 ANYTIME MAILBOX

1. Go to <https://www.anytimemailbox.com/>

- Log in username and password.

**Username:**

**Password:**

## 1.12 SLACK

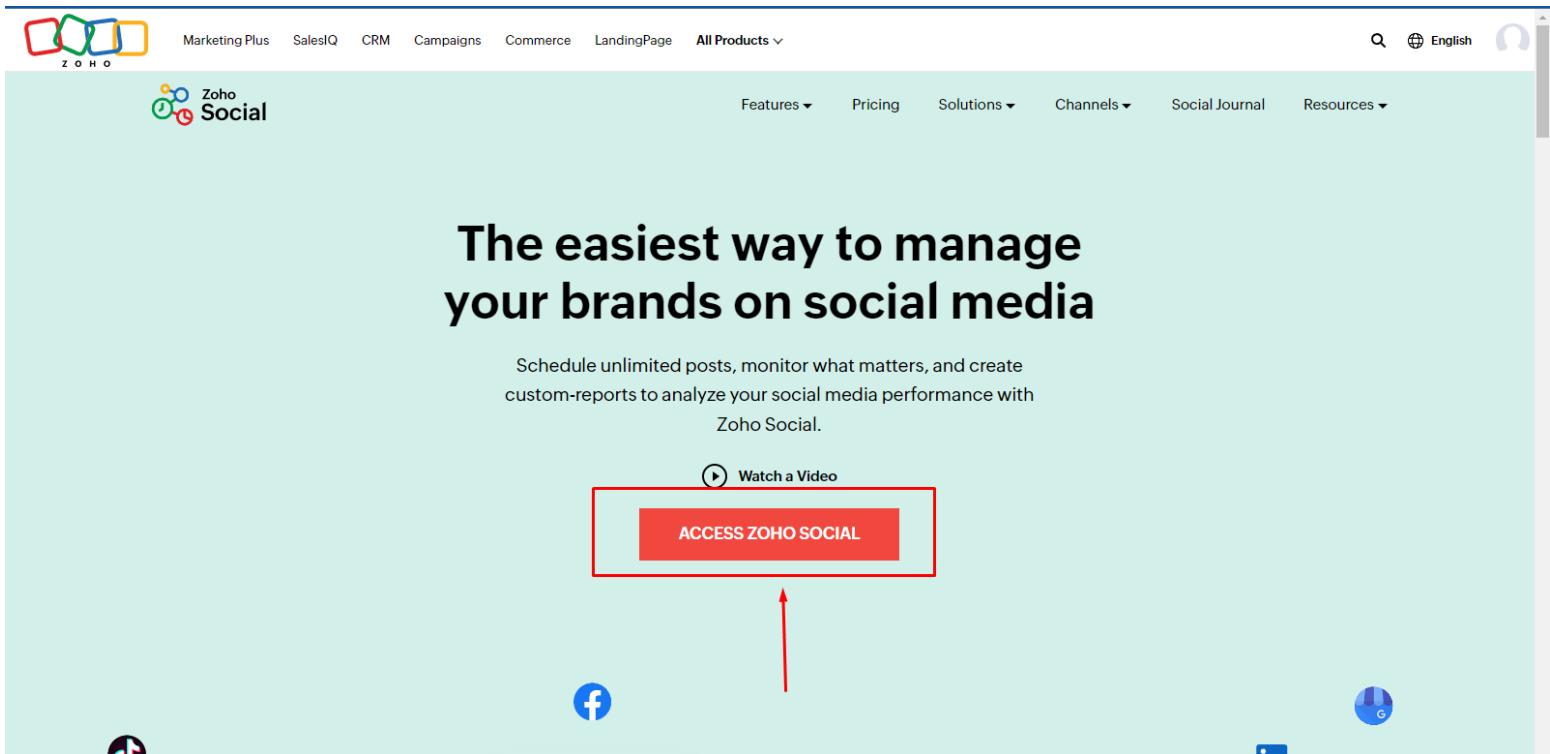
1. Go to <https://editnew.slack.com/>
  - Log in username and password.

**Username:**

**Password:**

## 1.13 ZOHO SOCIAL MANAGEMENT

1. Using your Zoho account you can also log in Zoho Social Management
  - Go to <https://www.zoho.com/social/>



Zoho Social Management Dashboard

## **Part 2: BRAND STANDARDS**

### **SECTIONS**

**2.1 Primary Logo**

**2.2 Secondary Logo**

**2.3 Logo Font**

**2.4 Colours**

**2.5 Business card**

## 2.1. PRIMARY LOGO



## 2.2. SECONDARY LOGO



ROYAL  
BEAN CO

## 2.3. LOGO FONT

VOGUE  
REGULAR

CENTURY GOTHIC  
REGULAR

## 2.4. COLOURS



#000000



#ffffff

## 2.5. Business Card





## LAUNCH ONLINE

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