

Production Access To ESCases

- 1) You will receive an email from ***no-reply@escases.ca*** with the subject line ***“You've been invited to LRES”***. The body of the email is shown below.



You're invited to join LRES, the comprehensive case management platform that simplifies and optimizes your workflow!

To get started, simply click on the "Join Now" button to set up your account and experience the efficiency of LRES firsthand. Please note that this invitation will expire in 24 hours, so make sure to take action promptly!

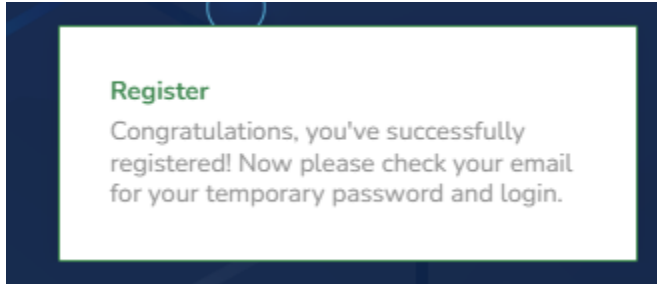
LRES is your all-in one performance management software. It puts everything you need exactly where you need it.

Join Now →

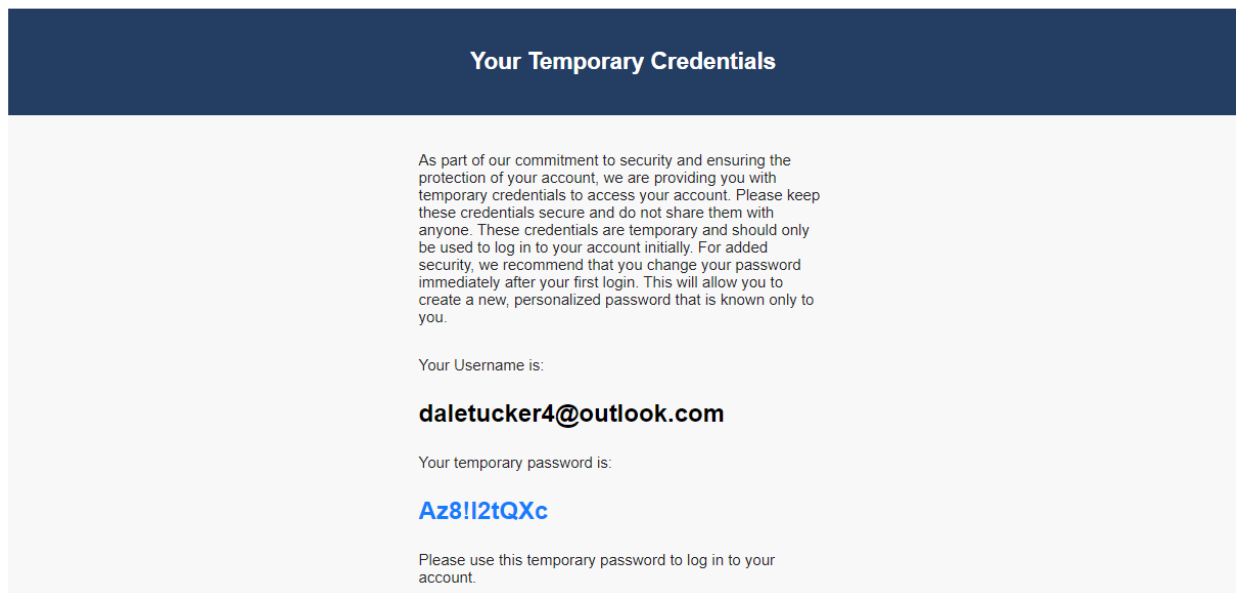
- 2) Click the “Join Now” button to be taken to the registration page shown below.

A screenshot of the ESCAsES registration page. The page is split into two main sections. On the left, there is a dark blue background with a large, stylized hexagonal graphic and the text "Case Management". Below this, it says "If you are already a member, please Login" with a "Login" link and a blue "EN" button. On the right, there is a white registration form with the ESCAsES logo at the top. The form is titled "Register" and contains several input fields: "Activation Code" (with the value "cf955a38-3eb3-41e0-a8bc-a06a6d1200a7"), "First Name", "Last Name", "User Name" (with the value "daletucker4@outlook.com"), and "Email" (with the value "daletucker4@outlook.com"). At the bottom of the form, there is a link "Already have an account? Sign In!" and a blue "REGISTER" button.

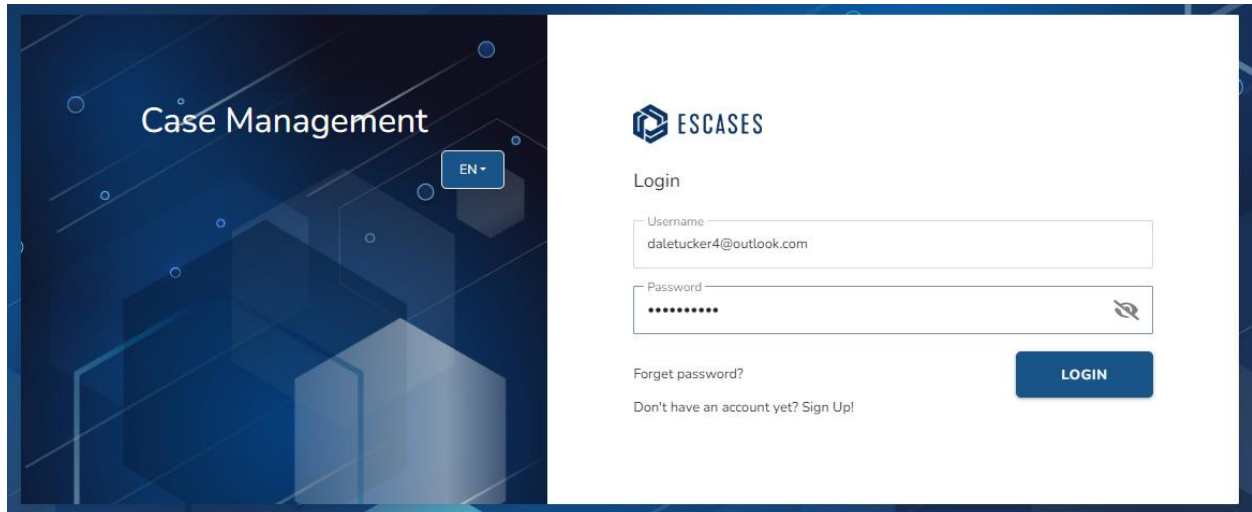
- 3) Enter your information and click the **“Register”** button
- 4) You will be redirected to the login page and your username (email) will have been populated for you. You will also see the following message pop up in the top right-hand corner.



At this point return to your email and find a message from **support@escases.ca** with the subject **“Action Required: Password Change for Your LRES Account”** and copy the temporary password as provided. Below is an example of the email body.

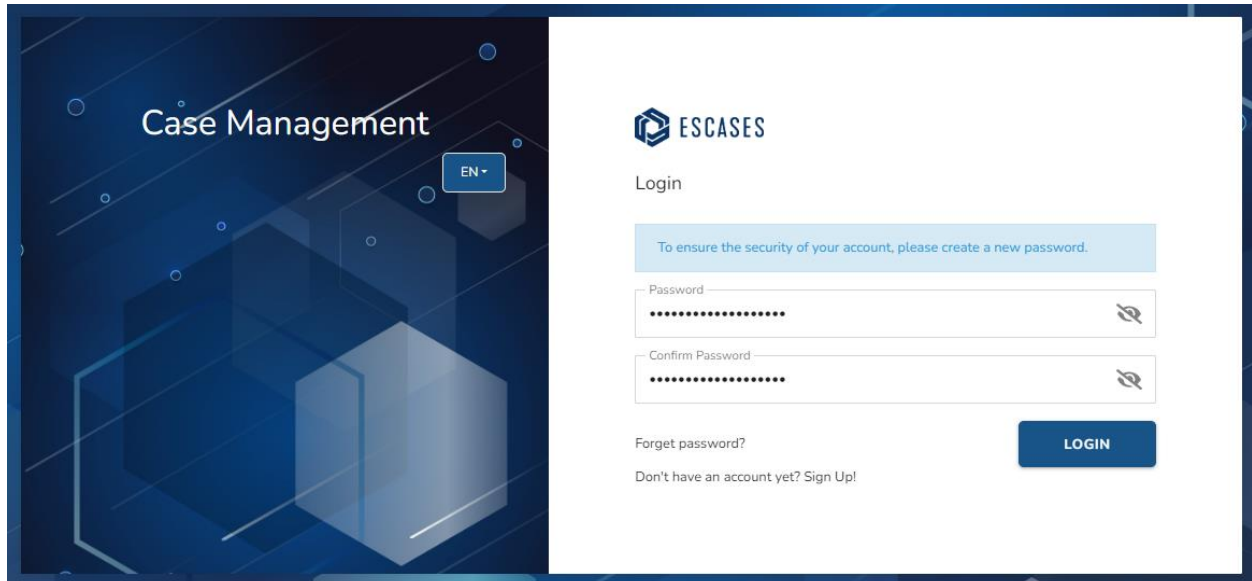


- 5) Return to your browser enter the temporary password at the ESCases login screen and click the **“Login”** button.



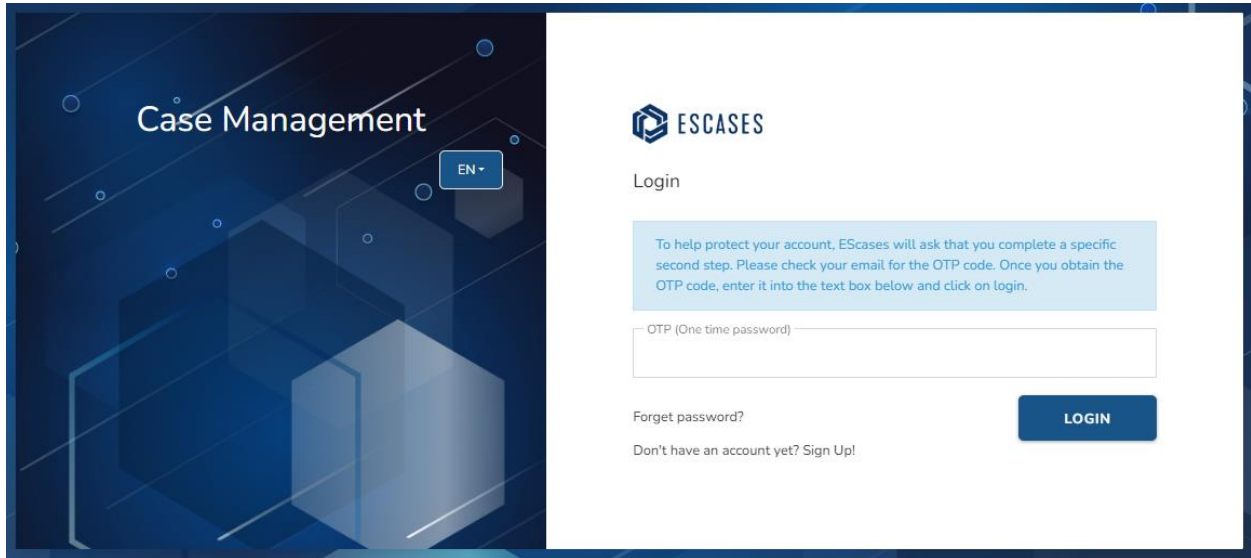
The screenshot shows the ESCases login interface. On the left, a dark blue sidebar contains the text "Case Management" and a language selector "EN". The main content area is white and features the ESCases logo at the top. Below the logo, the word "Login" is displayed. There are two input fields: "Username" with the value "daletucker4@outlook.com" and "Password" with a masked temporary password of eight dots. A "LOGIN" button is positioned to the right of the password field. Below the password field, there are links for "Forgot password?" and "Don't have an account yet? Sign Up!".

- 6) You will be prompted to enter a permanent password which must contain a minimum of 8 characters, an upper-case letter, a number, and a special character. Enter your new password and click the **“Login”** button.

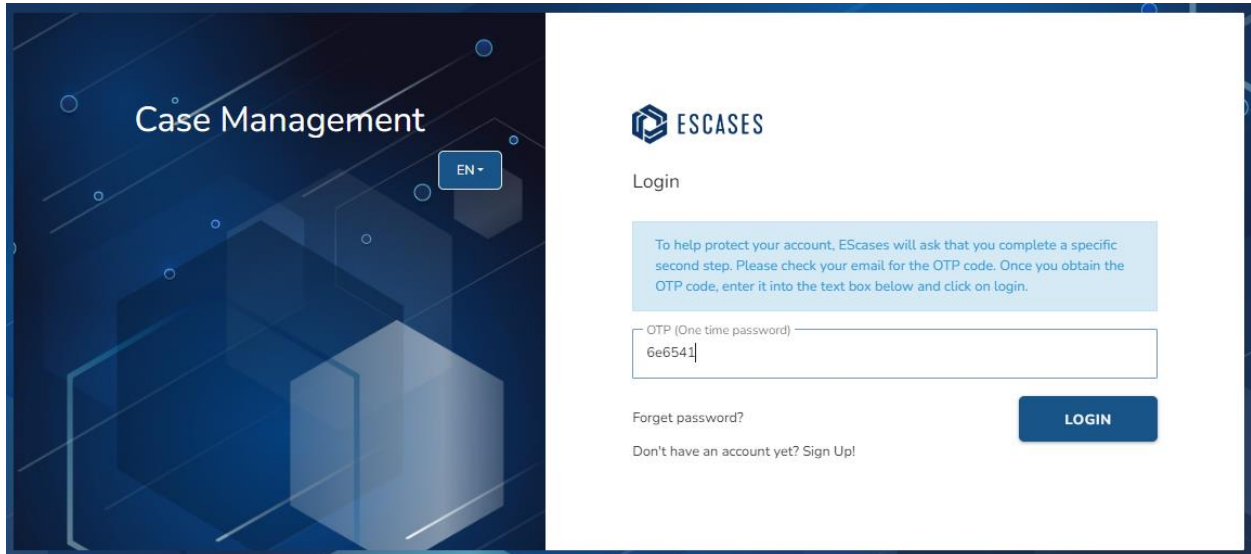


This screenshot shows the same ESCases login interface as the previous one, but with a blue message box at the top of the login form that reads: "To ensure the security of your account, please create a new password." Below this message, there are two password input fields: "Password" and "Confirm Password", both containing masked characters. The "LOGIN" button and the "Forgot password?" and "Sign Up!" links remain visible at the bottom of the form.

7) At this point, you will be asked for a One Time Password (OTP) at the following screen.



Return to your email and find the message from ***no-reply@escases.ca*** with the subject ***“LRES – OTP”*** and copy your OTP. Return to the login screen and paste the OTP before clicking the ***“Login”*** button as shown below.



8) At this last step you will be directed to the login screen where you will enter your permanent password and click the ***“login”*** button.

**WELCOME TO THE LRES ESCASES, CASE
MANAGEMENT SOLUTION !!!**