Logging In

Go to https://www.structuredfn.com. Enter your authorized corporate Email Address and Password in the fields provided.
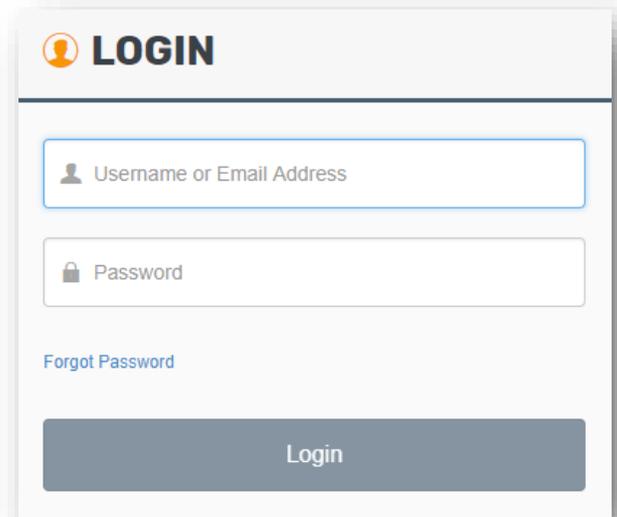
New Users - Registering

Register for a new account via the "Register" button

REGISTER located in the upper right-hand corner of the StructuredFN Login page. Complete the provided fields and create a password.
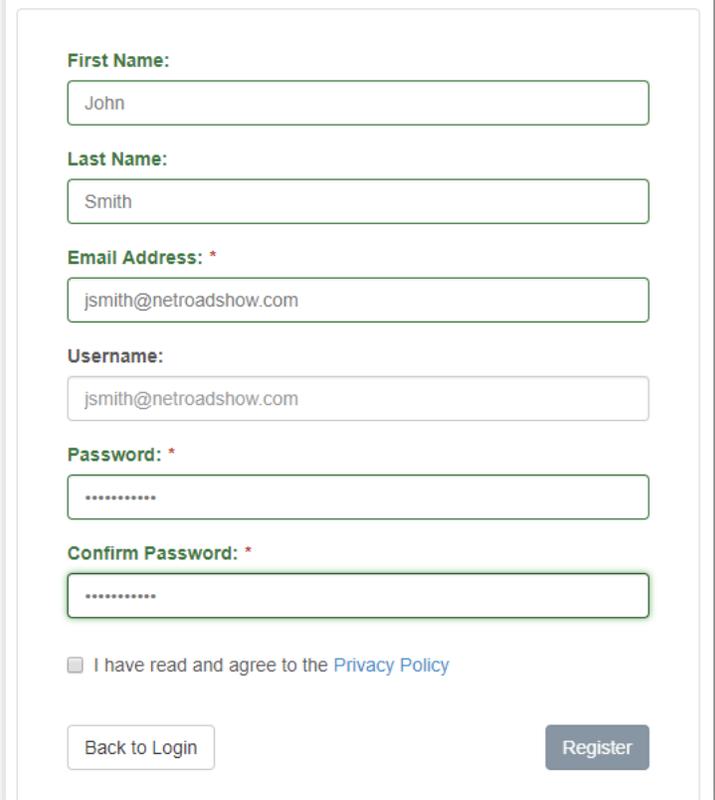
- Password must be case-sensitive
- Password must be:
  - At least 8 characters long
  - Include 1 upper and 1 lower case letter
  - Include 1 number

Check the box for Privacy Policy - https://www.netroadshow.com/nrs/home/privacy-policy.html before clicking Register.

NOTE: If you already have a MyNetRoadshow account, use your existing Email address and Password.

Resetting Your Password

If you have forgotten your password, click on "Forgot your Password?" located on the StructuredFN Login page (https://www.structuredfn.com) and enter your registered corporate Email Address on the following screen.
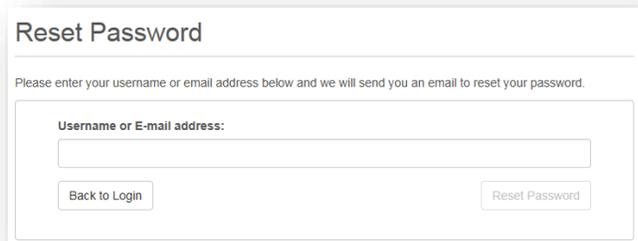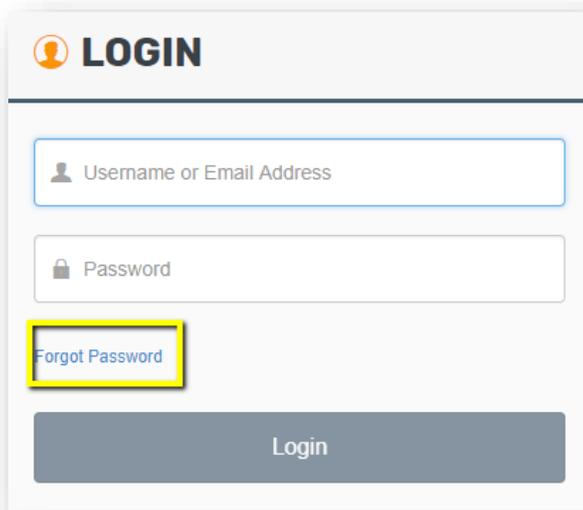

An email will be sent to your corporate email address with a link to reset your password.

For security purposes, you will be required to update your password every 90 days. When changing your password, you cannot use the five previous passwords.

Changing Your Password

To update your password, click on your name in the upper right-hand corner of the screen and select "Preferences" from the drop-down menu. Click the "Change Password" tab and complete the provided fields. **NOTE**: You must know your current password and you cannot use your previous five passwords. Password is case sensitive


- Password must be:
    - At least 8 characters long
    - Include 1 upper and 1 lower case letter
    - Include 1 number
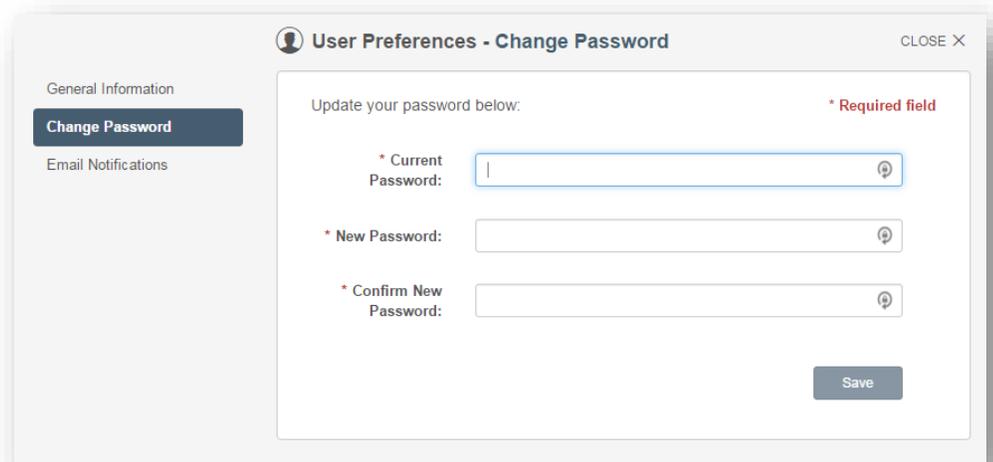
Request Access for Deals and Folders

A deal or folder Administrator may send a specific link for Access Requests.

Once link is clicked, you will be redirected to the Login page. The login page will include a "Request Access" option. Select this option and then complete the Request Access form.
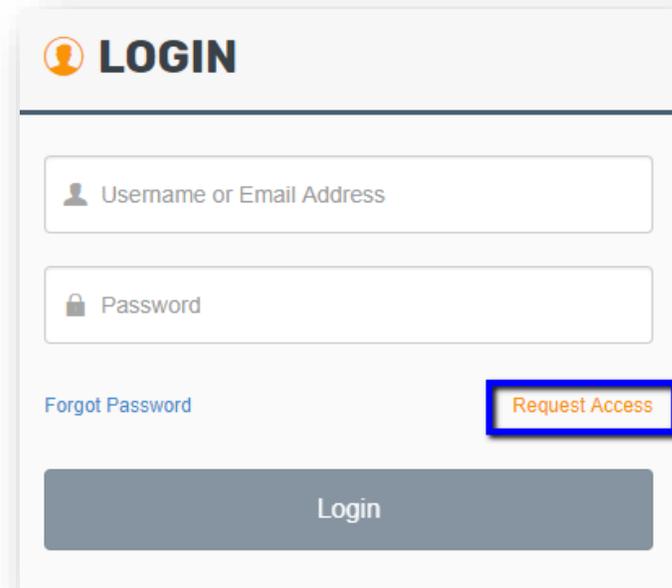
Request Access

Please complete the form below to submit your access request.

First Name: *

Last Name: *

Company: *

Email Address: *

Phone number (Please include international country code): *

Reason for access request: *

Requested role: *

| Viewer | ▼ |

Deal Admin Full access to the Deal Room and folders, the ability to add users, add content, manage some deal settings and view reports.

Administrator Full access to the Deal Room and/or folder, the ability to add users and add content.

Editor Can add, edit and delete folders and content.

Viewer Can access and view content only.

Submit

Once the request has been submitted, all deal or folder Administrators will receive the Access Request email notification. The Administrator will select the link within the email to approve or deny the user's request for access. You will be notified once the request has been approved or denied.