Corrections/Changes in the
user profile of the .GRM-CLOUD

- Instructions for accommodation providers -

Name	Date	Signature
Responsible for documentation	2023-10-18	Matthias Liedtke
Delivering committed	2023-10-18	Martin Schaarschmidt
Update requested		
Update published and committed		

Foreword

The client's account setup is initially created by registering the accommodation provider for the .GRM-CLOUD in several stages:

- **Client account of the accommodation provider** - All the information necessary for issuing the digital guest card is stored here.

- **User account of the owner of a client account**- The personal details of the user profile as well as the login and your password are stored here.

These two elements are created in an automated process from the information provided in the registration form.
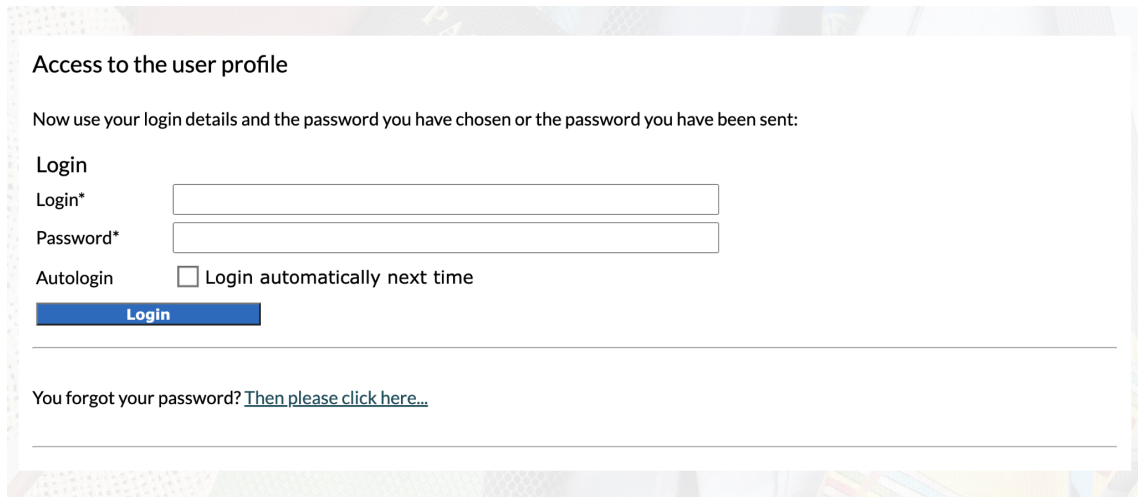
From the moment of completed registration, these elements are independent of each other and may need to be updated and corrected separately.

We ask you to take this into account when using the following FAQ article.

Corrections/changes in the user profile

1. Use the following link and log in via the profile page of your user profile:

    https://MAINLAND.guest-registration.com/en/user-profile/

    ### Access to the user profile

    Now use your login details and the password you have chosen or the password you have been sent:

    #### Login

Login*	
Password*	
Autologin	☐ Login automatically next time

    Login

    You forgot your password? Then please click here...

2. Now enter your login and your chosen password and log in. After successful login, the following profile page opens:

    ## User profile

Salutation	Mr.
Last name	Liedtke
First name	Matthias
Second name	
Gender	Male
Birth date	
Language	German
E-mail*	matthias.liedtke@masch.com
Login*	matthias.liedtke@masch.com

3. You can now edit the profile and make your intended changes. Please note that you can also change your password here, but you should only do this for a valid reason. If you leave the password field blank, your already assigned password will still be valid:

User profile

Salutation	Mr.
Last name	Liedtke
First name	Matthias
Second name	
Gender	Male
Birth date	
Language	German
E-mail*	matthias.liedtke@masch.com
Login*	matthias.liedtke@masch.com
Password	

Please enter now your username with associated password for the future login of your account. We recommend that you use your e-mail address as your login. When choosing your personal password, please make sure that your password has at least 8 characters and contains a capital letter, a number and a special character. Spaces are not allowed for login or password!!!

Password confirmation	
Company	MASCH Software Solutions
Position	
Address	Paulinenweg 3
ZIP Code	51149
City	Köln
State	-
Country	Germany
Phone	+41335112135
Fax	
Mobile phone	
Webpage	www.masch.com
Customer number	

Save	Reset

Logout

At the end please use the "**Logout**" button at the bottom right and log out of your user profile.