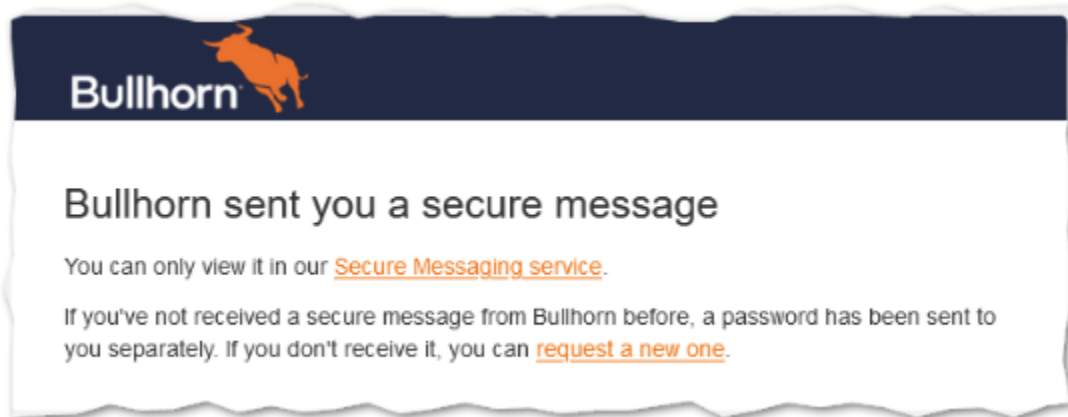


Bullhorn will send API and credential information through secure messaging. When we send you this type of information, you will receive the below notification:



To access the Secure Messaging Portal:

1. Click the *Link* in the notification message to show the Secure Messaging Portal log in dialog
2. Enter your *Email Address*.
3. Click on the *Next* button.
4. Enter your *Secure Messaging Portal Password*.

Note: If this is your first time logging in to the Secure Messaging Portal, see the First Time Users section below. If you already have login details for the Closed Circuit Messaging (CCM) Portal, these same details will work for the Secure Messaging Portal.

First Time Users:

1. Click on the link in the notification email, and this redirects you to the Secure Messaging Portal.
2. You'll be instructed to create a new password. Ensure the new password meets Mimecast's requirements displayed below the Reset Password fields.
 - A green tick means the criteria is met.
 - A red cross means the criteria has not been met and needs to be corrected.
3. Create a new password and click *Confirm*.
4. Log in once more using your email address and password and click *Log In*.

If you have any issues with this please don't hesitate to reach out to marketplacesupport@bullhorn.com.