How to find the SecureInbox URL for a User

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l 🖿	Admin Settings		A	Robert Downey	RE: Test	09/16/2021 10:23:59 AM Asia/Karachi	e	:	Î	
±	Downloads & Tools		A	Robert Downey	Test	09/15/2021 10:50:41 AM Asia/Karachi		:	Î	
€	Logout		A	Carl Rock	Test	09/13/2021 11:33:40 AM Asia/Karachi	e	:	Î	

→ Log into your SenditCertified account and on the side menu click on the "**Options**" and select "**Admin Settings**".

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\$	Options 🔨	Upload Company Logo	Upload User Security	/ Image				
8	Account Settings	CHOOSE FILE	CHOOSE FILE					
▦	Admin Settings	Company *	Division	Department				
Ŧ	Downloads & Tools	NZT	Enter Division	Enter Department				
€	Logout	Street Address 1	Street Address 2	Country *				

→ Once you are in "Admin Settings" page select "Secure Inboxes" tab.

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€	Logout								

→ On the "Secure Inboxes" tab, you will find a listing of the user accounts for the company along with the PSI link for each User in PSI Links column.

 \rightarrow You can see your PSI link by hovering on the "**PSI Link**" option.

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Sendit Certified	
Personal Secure Inbox for * Brade	smith (htarek.abeed6@gmailwe.com)
First Name *	Last Name *
Enter First Name	Enter Last Name
Email Address *	Confirm Email Address *
Enter Email Address	Enter Confirm Email Address
Phone Number * Select Enter Phone Number	
Sender Receipt	
Subject *	
Enter Subject	
Message	
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→ When you click the "**PSI Link**" you will be redirected to the your Personal Secure Inbox page in the new window.