

3. Login to AhsayOBM

In this chapter, step-by-step procedure on how to login to AhsayOBM will be discussed. In case you also want to know how to login using the AhsayCBS Web Console, please refer to this guide: [AhsayCBS v8 Run on Server Office 365 Backup & Restore Guide](#)

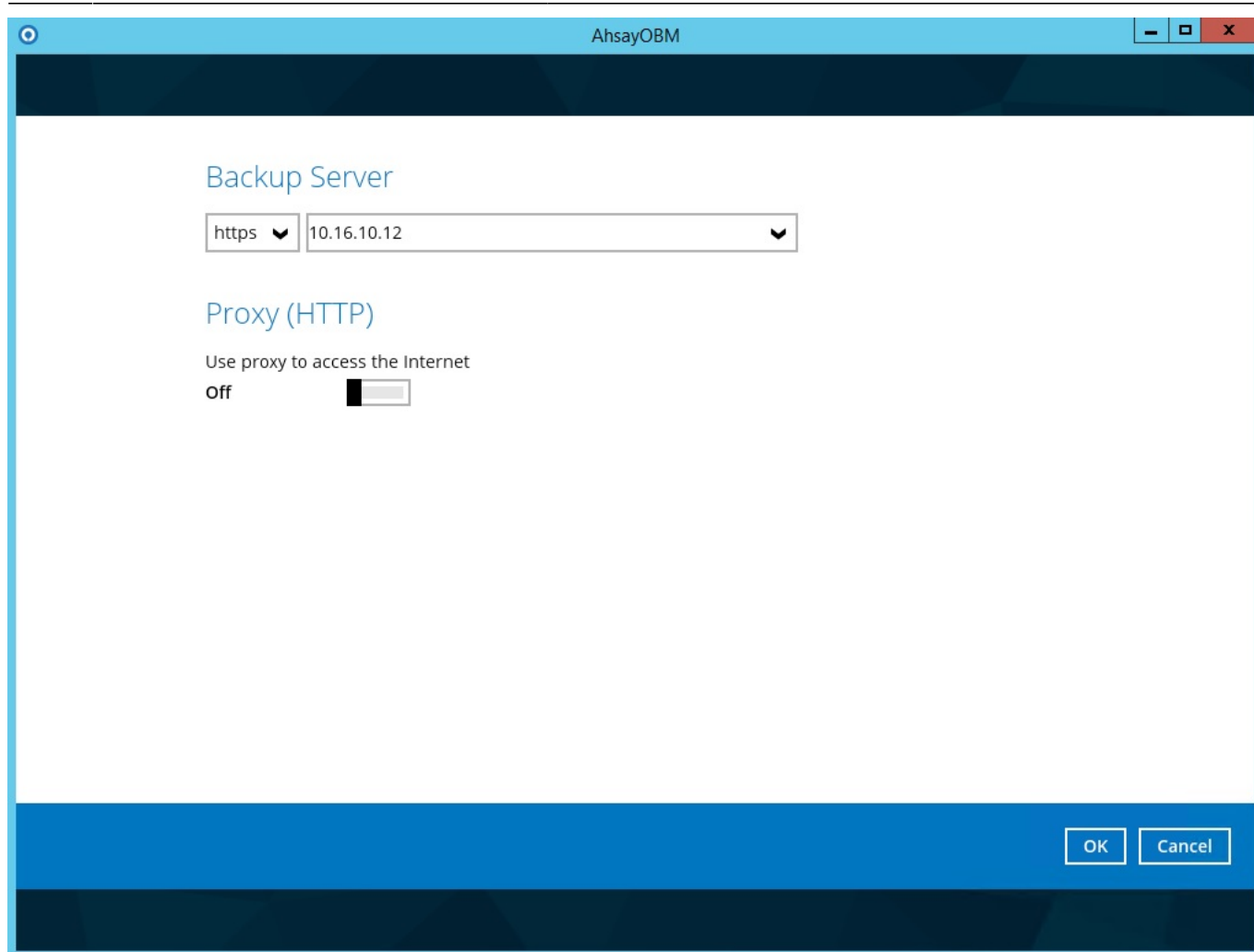
1. Login to the AhsayOBM application user interface. Double click the AhsayOBM desktop icon to launch the application.



2. Enter the **Login name** and **Password** of your AhsayOBM account.

The image shows the AhsayOBM login window. The window has a blue title bar with the text 'AhsayOBM' and standard window controls. The background is a blue geometric pattern. In the top right corner, there is a language dropdown menu set to 'English'. The main content area is a dark blue rectangle with the AhsayOBM logo and the text 'Login'. Below this, there are two input fields: 'Login name' with the value 'WinO365_01' and 'Password' with masked characters. There is a checkbox for 'Save password' and a link for 'Forgot password'. At the bottom of the login area, there is a link for 'Show advanced option' and an 'OK' button.

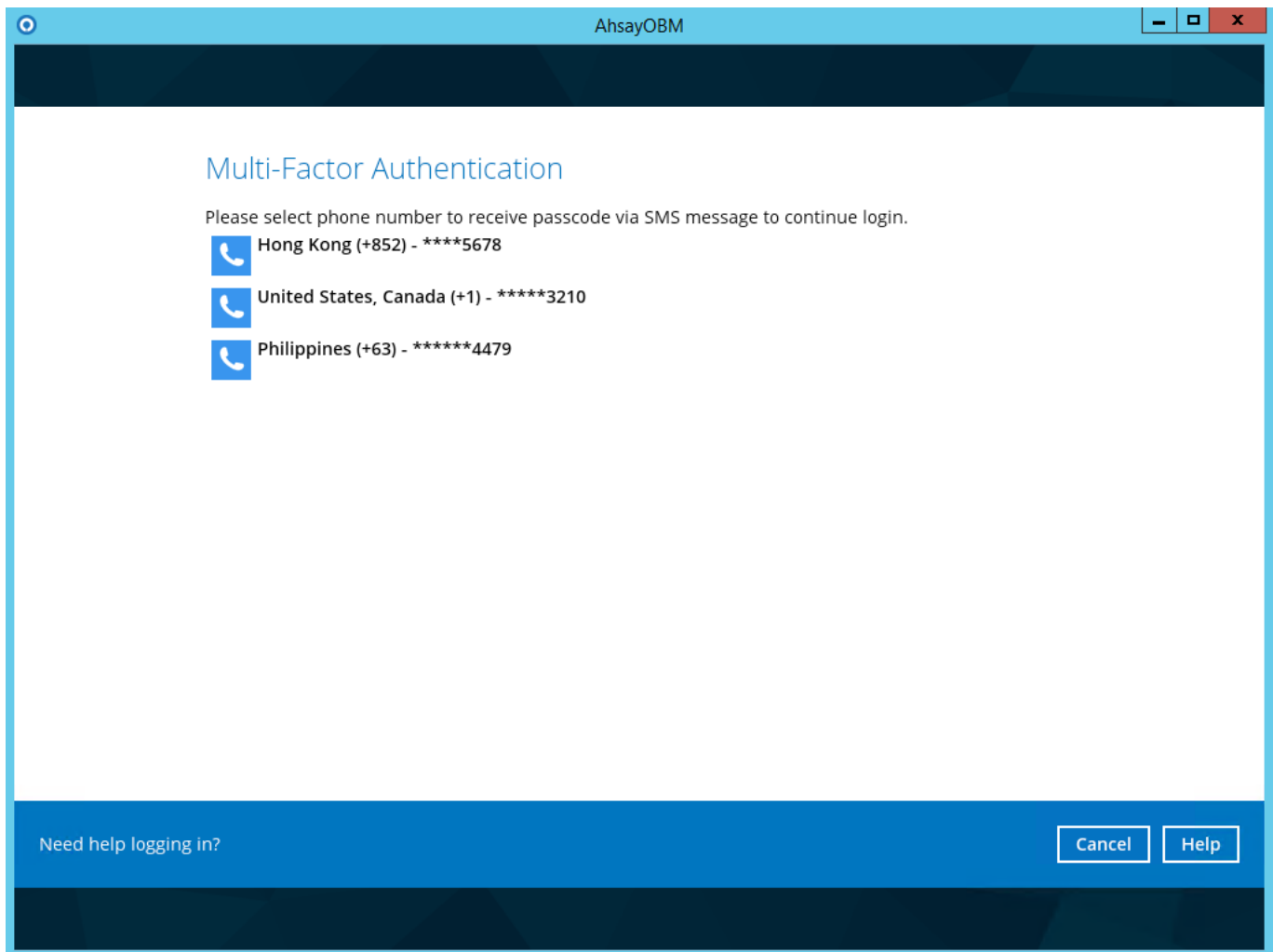
3. Click **Show advanced option** to configure the **Backup Server** and **Proxy** details if necessary.



The screenshot shows a window titled "AhsayOBM" with a light blue header bar. The main content area is white and contains the following elements:

- A section titled "Backup Server" in blue text.
- Below it, a configuration box with two dropdown menus. The first dropdown is set to "https" and the second is set to "10.16.10.12".
- A section titled "Proxy (HTTP)" in blue text.
- Below it, the text "Use proxy to access the Internet" followed by a toggle switch labeled "Off".
- At the bottom right, there are two buttons: "OK" and "Cancel".

4. Click **OK** to login to AhsayOBM.
5. If Multi-Factor Authentication (MFA) is enabled, the following screen will appear. If not, skip to Step 7.

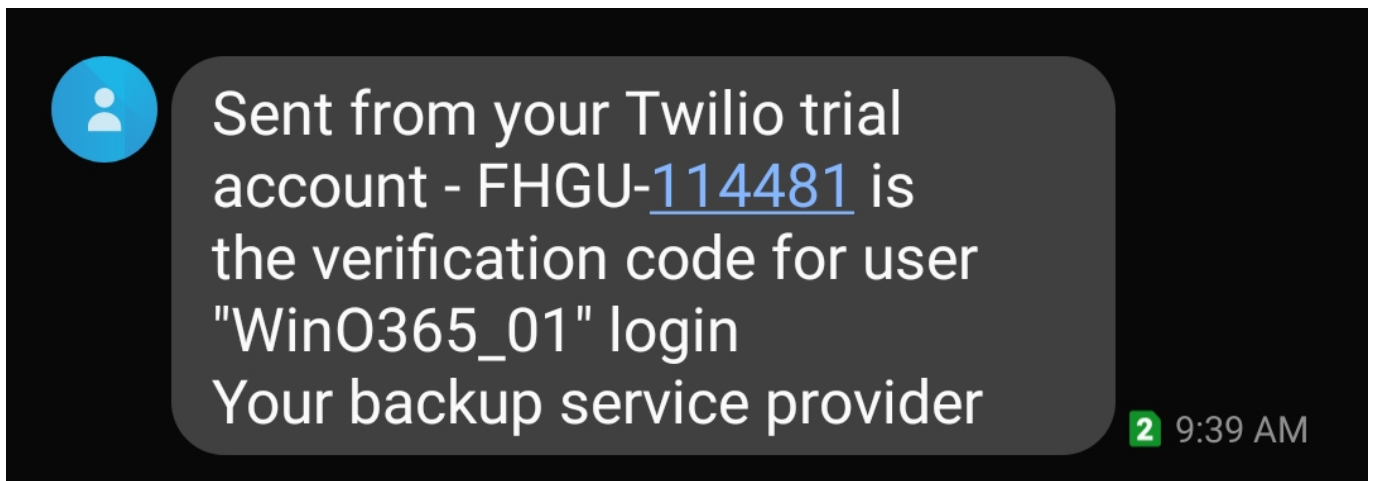


The screenshot shows a web browser window titled "AhsayOBM". The main heading is "Multi-Factor Authentication". Below it, a message states: "Please select phone number to receive passcode via SMS message to continue login." There are three radio button options, each preceded by a phone icon:

- ☐ Hong Kong (+852) - *****5678
- ☐ United States, Canada (+1) - *****3210
- ☐ Philippines (+63) - *****4479

At the bottom of the form, there is a blue bar with the text "Need help logging in?" on the left and two buttons, "Cancel" and "Help", on the right.

6. Enter the passcode and click the Verify button.



AhsayOBM

Multi-Factor Authentication

SMS message with a passcode was already sent to the phone number Philippines (+63) - *****4479
Please enter the passcode to continue login.

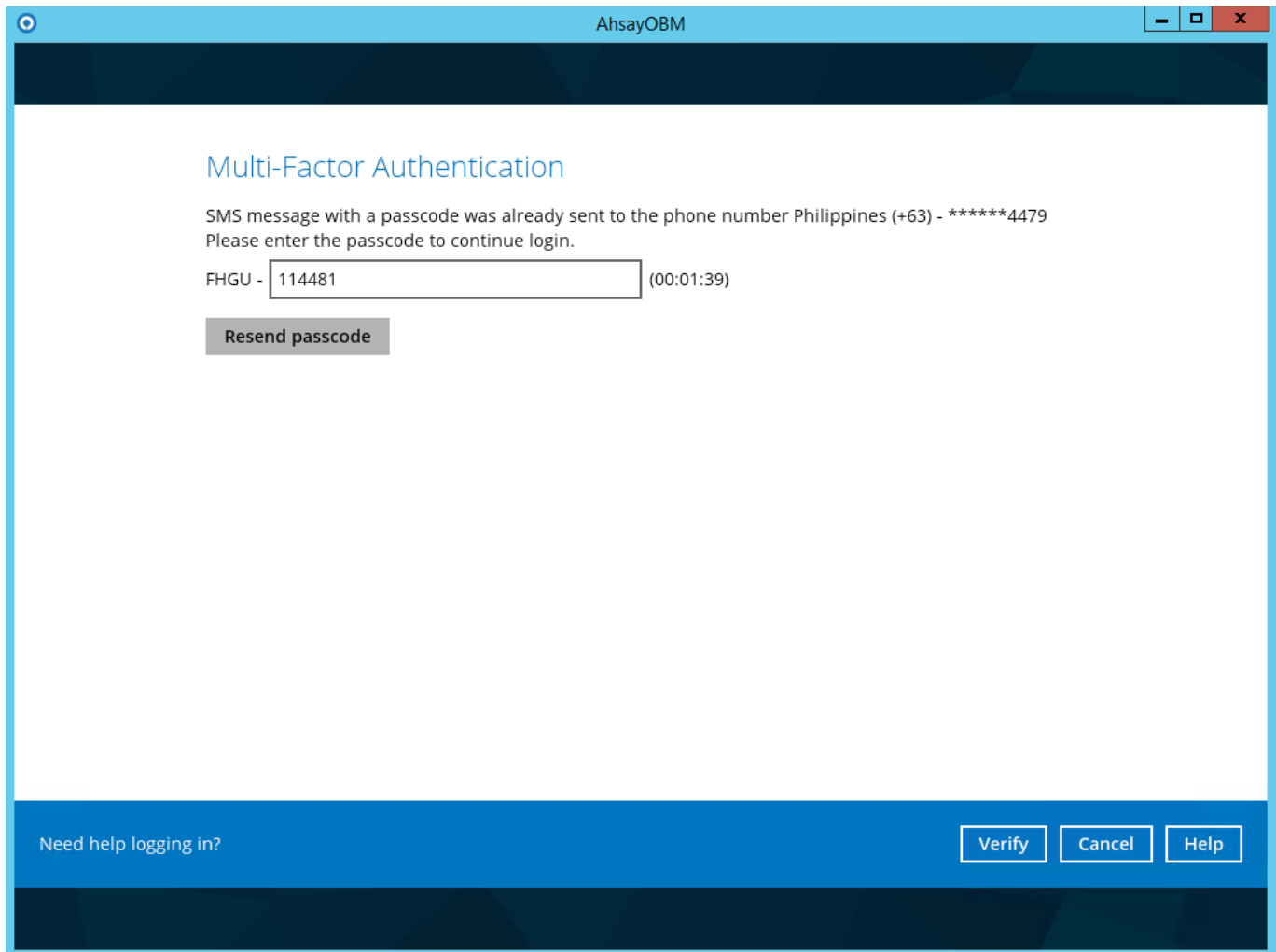
FHGU - (00:04:53)

Need help logging in?

Verify

Cancel

Help



Multi-Factor Authentication

SMS message with a passcode was already sent to the phone number Philippines (+63) - *****4479
Please enter the passcode to continue login.

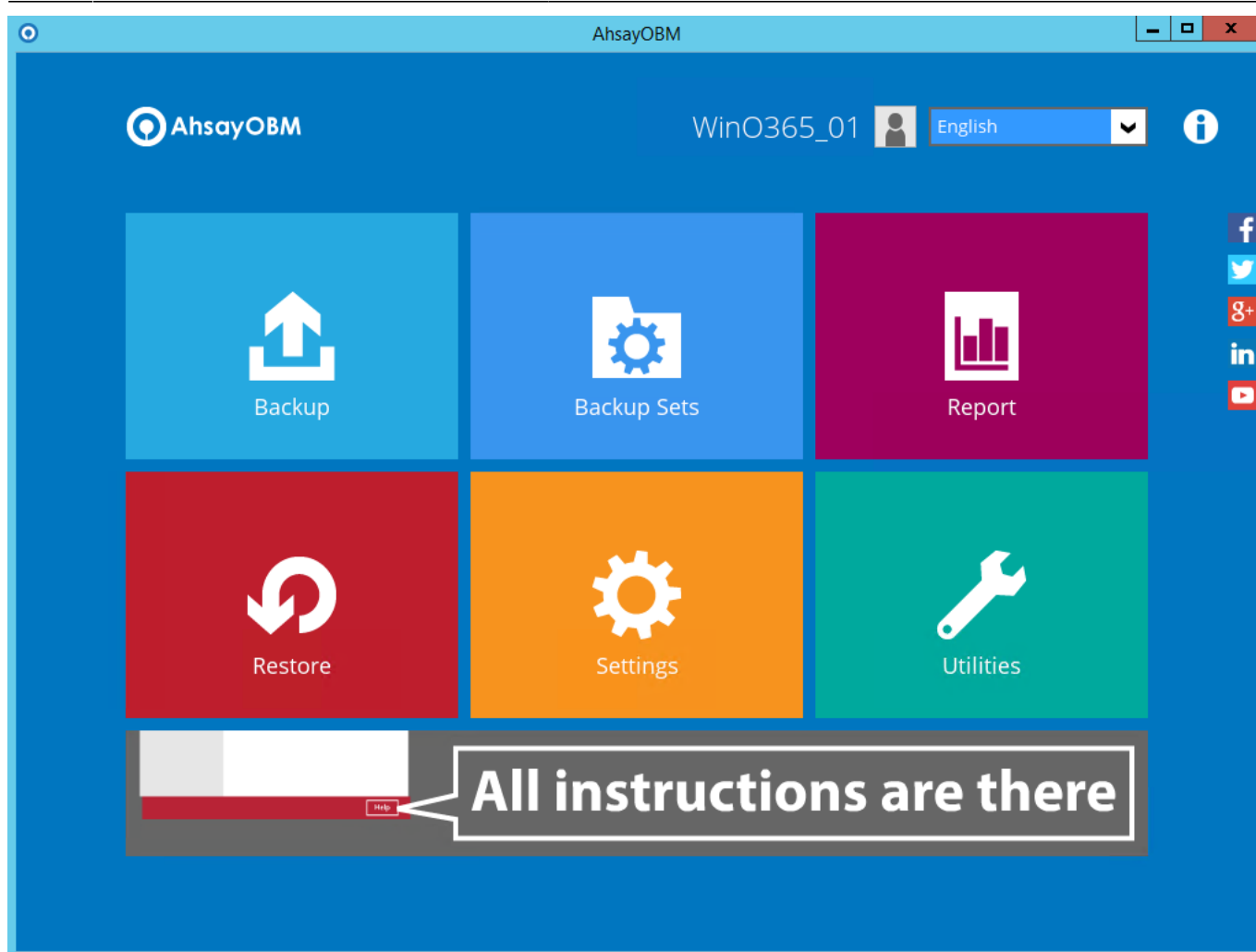
FHGU - (00:01:39)

[Resend passcode](#)

Need help logging in? [Verify](#) [Cancel](#) [Help](#)

- The Resend passcode setting may vary on the cooldown time, expiry time, consecutive invalid passcode attempts allowed, and consecutive resend allowed. Please contact your service provider for more details.
- To know more about the Need help logging in feature, refer to Appendix F: Setting Need help logging in? using AhsayOBM.

7. The main menu will be displayed. This consist of the following modules: Backup, Backup Sets, Report, Restore, Settings, and Utilities.



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