

A brief guide on how to Log In to the Global Royalty Portal.

## LOG IN GUIDE

### Want to Log In to the Global Royalty Portal?

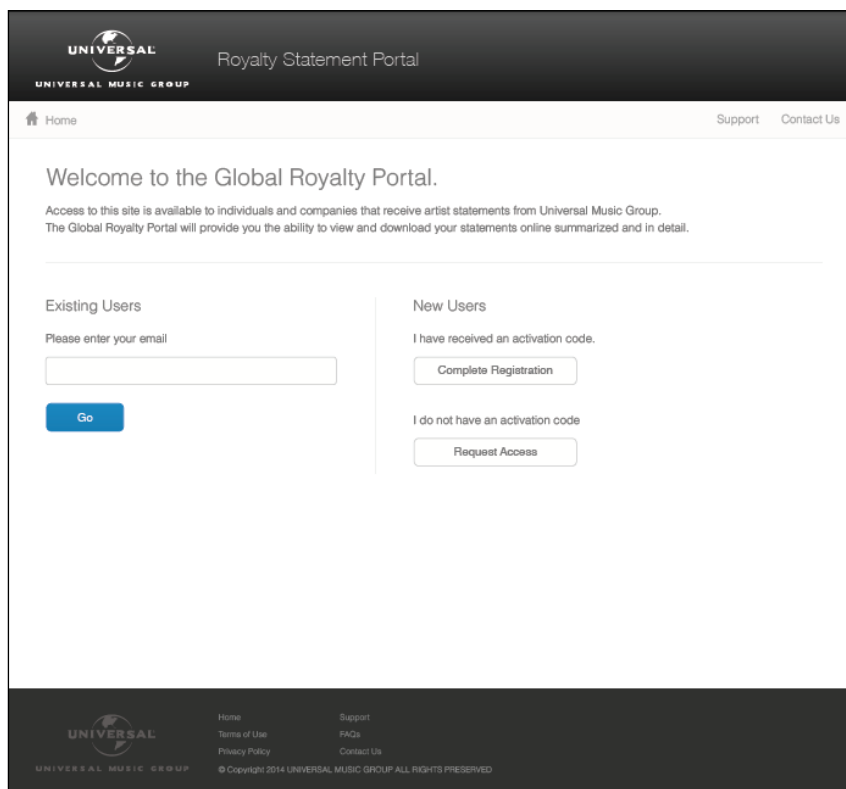
If you have already been approved for access and have previously completed the registration steps and set up your password, you can simply log in!

### Log In

#### 1. Access Universal Music Group Website

By entering the below URL into your internet browser window or click on the below link

<http://www.globalroyaltyportal.umusic.com>



The screenshot shows the 'Royalty Statement Portal' interface. At the top, there's a dark header with the Universal Music Group logo and the text 'Royalty Statement Portal'. Below the header, there's a navigation bar with 'Home', 'Support', and 'Contact Us'. The main content area has a welcome message: 'Welcome to the Global Royalty Portal. Access to this site is available to individuals and companies that receive artist statements from Universal Music Group. The Global Royalty Portal will provide you the ability to view and download your statements online summarized and in detail.' Below this, there are two columns. The left column is for 'Existing Users' and contains a text input field for 'Please enter your email' and a blue 'Go' button. The right column is for 'New Users' and contains two options: 'I have received an activation code.' with a 'Complete Registration' button, and 'I do not have an activation code' with a 'Request Access' button. At the bottom, there's a footer with the Universal Music Group logo, a list of links (Home, Terms of Use, Privacy Policy, Support, FAQs, Contact Us), and a copyright notice: '© Copyright 2014 UNIVERSAL MUSIC GROUP ALL RIGHTS RESERVED'.

#### 2. Enter your Registered Email Address

This is the same email address you had provided us and we had previously sent your activation code for you to use to complete your registration.

**3. Click on GO button**

You will be taken to the screen where you will enter your password.

**4. Enter Password**

Enter the password you had set up previously as part of registration.  
Please note, passwords are case sensitive

**5. Click Submit**

If your password and email combination is valid then you will be logged in and directed to the Artist Selection screen.

## Logging in from a different computer or location?

The Global Royalty Portal security authentication application protects your log in access by detecting if you attempt to log in to the portal from a different computer or a different location.

You will need to complete the second level of authentication in order to verify your identity and successfully login.

## Forgot Your Password?

If you did not manage to remember your password, on the password screen, there is a direct link that will allow you to reset your password.

Refer to the [Forgot Your Password User Guide](#).