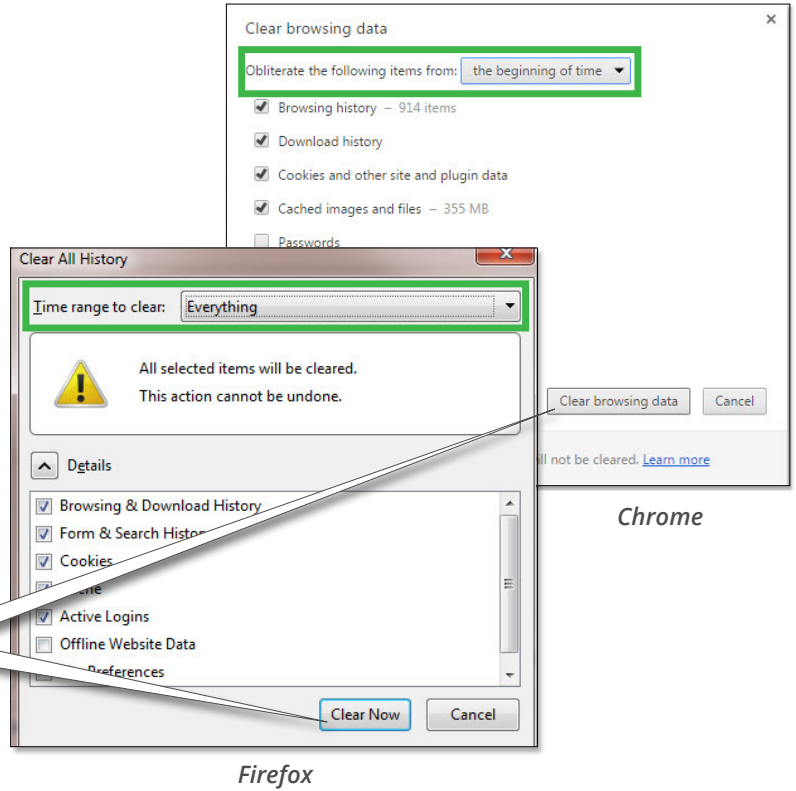**opentext™ + Catalyst**

READY, SET, GO

To work in Insight, you need:
- Access to the Internet
- Chrome or Firefox browser

We email your username, temporary password and the URL to your site.

After each Maintenance Window (and you'll see a [notice at login](#)), we recommend clearing your cache.
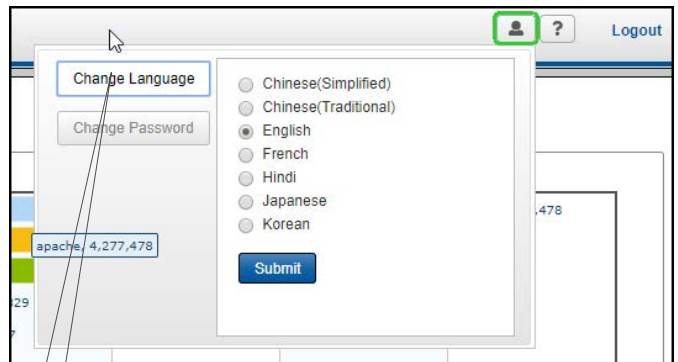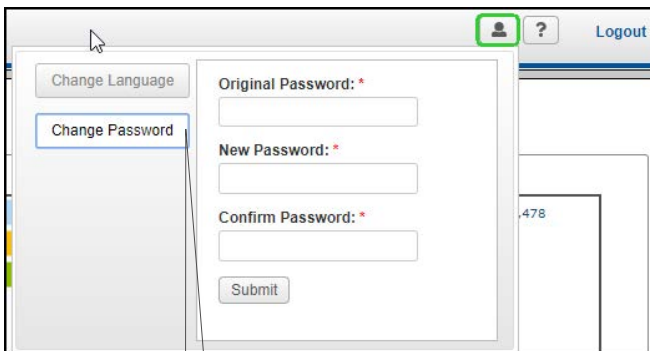
- In both Chrome and Firefox, use the Shift-Ctrl-Delete keys.

Clear browsing data

Obliterate the following items from: the beginning of time ▼

- ☑ Browsing history – 914 items
- ☑ Download history
- ☑ Cookies and other site and plugin data
- ☑ Cached images and files – 355 MB
- ☐ Passwords

Clear browsing data   Cancel

...ll not be cleared. Learn more

Chrome

Clear All History

Time range to clear: Everything ▼

⚠ All selected items will be cleared.
This action cannot be undone.

Details
- ☑ Browsing & Download History
- ☑ Form & Search History
- ☑ Cookies
- ☑ Active Logins
- ☐ Offline Website Data
- ☐ Preferences

Clear Now   Cancel

Firefox

Chrome uses its own viewer to display PDFs. Firefox uses your default PDF Viewer.

Change Language
Change Password

Original Password: *
New Password: *
Confirm Password: *
Submit

Logout
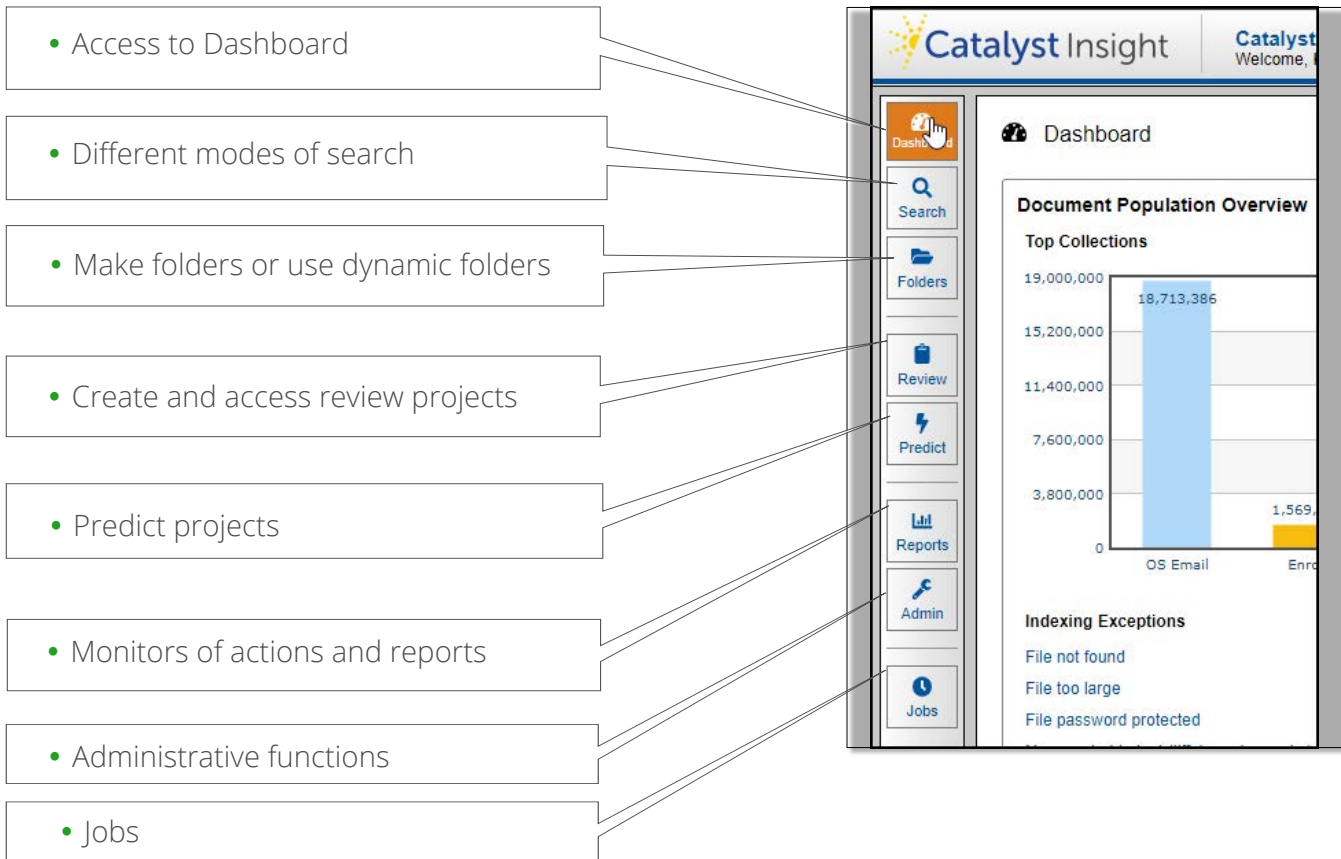
- Under Settings, Change Your Password...

OR

Change Language
Change Password

- English selected
- Chinese(Simplified)
- Chinese(Traditional)
- French
- Hindi
- Japanese
- Korean

Submit

apache 4,277,478

Logout

- Change the language of the interface.

Read [more](#).

NOW, LET'S GET TO KNOW YOUR SITE

Use the Navigation buttons in the left side of the page to switch to other sections of Insight.

ⓘ Your permissions determine the buttons you see.

- Access to Dashboard

- Different modes of search

- Make folders or use dynamic folders

- Create and access review projects

- Predict projects

- Monitors of actions and reports
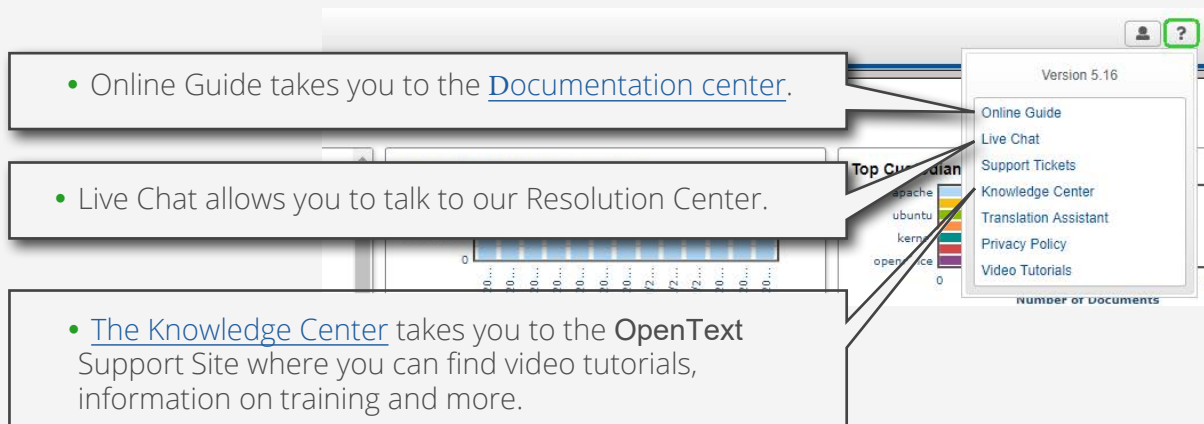
- Administrative functions

- Jobs

If you need help, it's always here ... Select the Support button.

- Online Guide takes you to the Documentation center.

- Live Chat allows you to talk to our Resolution Center.

- The Knowledge Center takes you to the **OpenText** Support Site where you can find video tutorials, information on training and more.