



# Welcome to Verto!

Password Change - User Password Policy  
User Guide





## Connect

In your Web browser, log into <https://login.linguacustodia.finance> and to your VERTO workspace using the login details sent to you.



Login

[English](#) [Nederlands](#) [Español](#) [Deutsch](#) [Français](#) [日本語](#) [Italiano](#)

*Login details forgotten? Contact [support@linguacustodia.com](mailto:support@linguacustodia.com)*



Welcome to VERTO by Lingua Custodia

Account ID:

User ID:

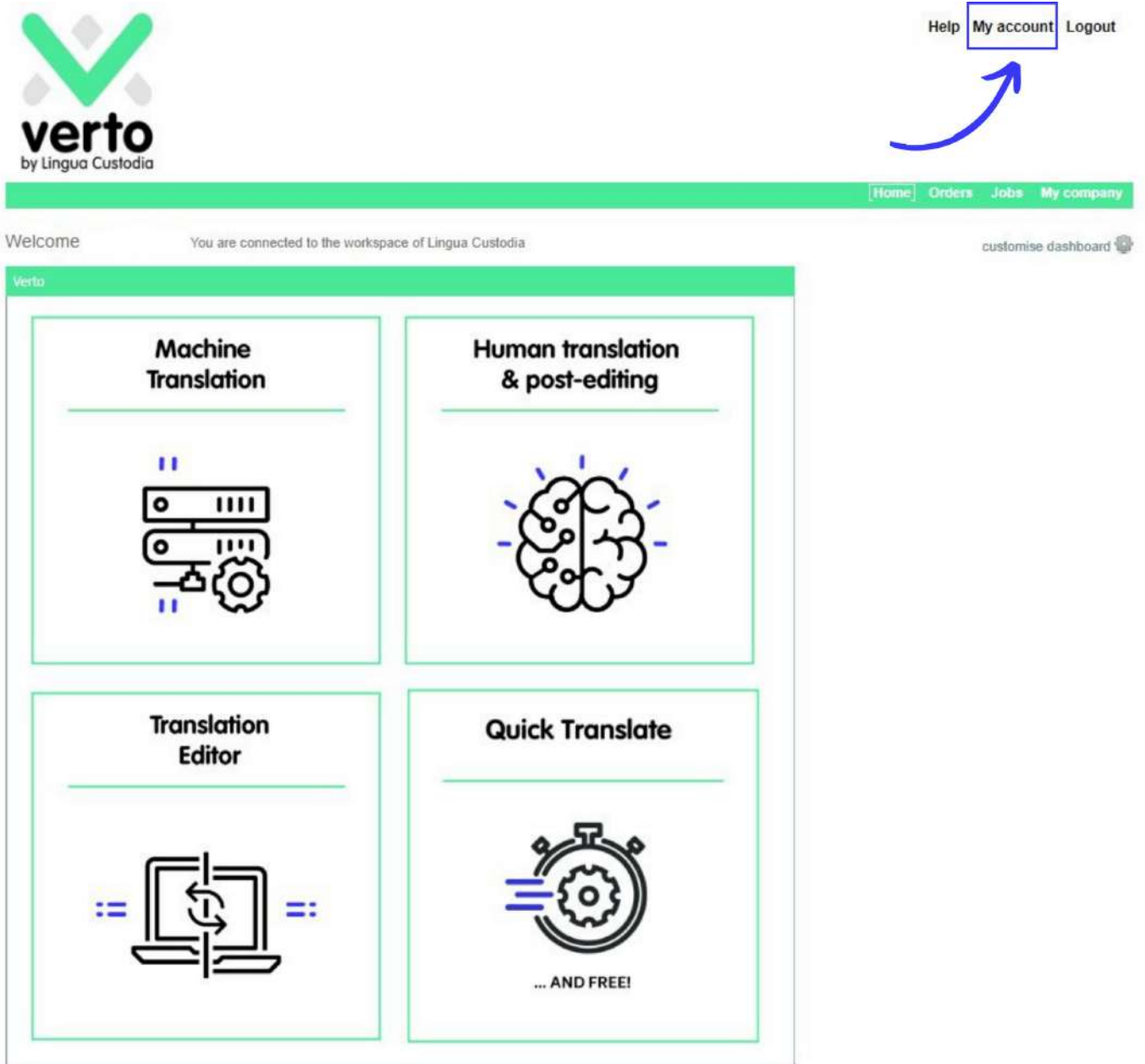
Password:



[Forgot your password?](#)

We trust our financial translation technology will help you translate your financial documents better and quicker.


Click [My account](#) at the top right



The screenshot shows the Verto dashboard interface. At the top left is the Verto logo. In the top right corner, there are navigation links: [Help](#), [My account](#) (highlighted with a blue box and an arrow), and [Logout](#). Below the logo is a green navigation bar with links for [Home](#), [Orders](#), [Jobs](#), and [My company](#). The main content area starts with a 'Welcome' message and a status indicator 'You are connected to the workspace of Lingua Custodia'. On the right side of this area is a 'customise dashboard' button. The dashboard features four main service tiles: 'Machine Translation' (with a server and gear icon), 'Human translation & post-editing' (with a brain icon), 'Translation Editor' (with a laptop and circular arrow icon), and 'Quick Translate' (with a stopwatch and gear icon). Below the 'Quick Translate' tile, it says '... AND FREE!'.

Click [Edit Login/Profile](#)

Account details   Planning   Notifications   Language preferences   **Company**   [Edit details](#)

Last name:  

First name:

Email:

Title:

Initials or ID:

Phone:

Phone (mobile):

Role:

Company:

Company account ID:

Timezone:  world clock

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Code Budgétaire:

User Level:

Team:

**Login**

Status:  Login is enabled   [Edit login/profile](#)   Last login: 20/04/2020 13:53

Login:

3.6.0

Modify your personal password and [Click OK](#)

**Login**

Status:  Login is enabled     

Login:  \*

Password:    Characters typed: 10

Type new password if you want to change it.  
Minimum length: 9. Minimum lower case char(s): 1. Minimum upper case char(s): 1. Minimum non-letter char(s): 2. Passwords expire after 90 days. Changed passwords must be different from the previous 5.

Retype password:



## User Password policy

Lingua Custodia has set up user password policy by default as below:

- Minimum password length is 9 characters.
- Passwords must contain at least 2 non-letter character(s).
- Passwords expire after 90 days.
- A changed password must be different from the previously used 5 password(s).
- Password must contain at least 1 lower case characters.
- Password must contain at least 1 upper case characters.
- Password must not contain the login in any position.
- Password must not be identical to the login.
- Customized password policy possible Client can request customised password policy applied to its users.



## Client Support

Should you need any more information or immediate assistance, please send an e-mail to [support@linguacustodia.com](mailto:support@linguacustodia.com) or dial +33 (0)1 80 82 59 70.