

First Time Login

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First Time Login

If this is your first time using Sherkety ERP & Website Platform, this guide will help you sign in and understand what to expect right away.

Before You Start

Make sure you have:

- The correct sign-in web address
- Your username or email address
- Your password
- Permission to access the admin area

If you do not have your sign-in details yet, contact your company administrator or the Sherkety team.

Open the Sign-In Page

1. Open your web browser.
2. Enter the sign-in web address shared with you by your company or the Sherkety team.
3. Wait for the sign-in page to load.

You should see a sign-in form with fields for your login details.

Enter Your Login Details

1. Click in the username or email field.
2. Type your username or email address.
3. Click in the password field.
4. Type your password carefully.

5. If you see a **Remember me** option and you are using your own trusted device, you can turn it on to stay signed in more easily next time.
6. Click **Sign in**.

If Your Login Details Do Not Work

If you cannot sign in:

- Check that your email or username is spelled correctly
- Make sure your password uses the correct uppercase and lowercase letters
- Try entering your password again slowly
- Confirm that you are using the correct sign-in web address

If you still cannot access Sherkey ERP & Website Platform, contact your administrator or the Sherkey team for help.

What You See After Login

After you sign in successfully, Sherkey ERP & Website Platform usually opens the admin dashboard.

This first page helps you understand where to go next. Depending on your role, you may see:

- A main dashboard with summary information
- A navigation menu for different management areas
- Quick links to pages you can manage
- Notifications about recent activity or completed actions
- Language and appearance options
- Your account or profile menu

Some users may see more options than others. This depends on the access level given to your account.

For a general introduction to finding your way around pages, see [Understanding Breadcrumbs and Page Location](#).

Common Areas You May Notice

When you first arrive, you may notice these common parts of Sherkey ERP & Website Platform:

Main Navigation

The main navigation helps you move between areas such as:

- Dashboard
- Website content
- Services
- Pricing
- Search visibility information
- Site settings
- User accounts

The exact items you see depend on your role.

Notifications

Sherkety ERP & Website Platform may show short messages to confirm actions or alert you to something important.

Language Option

If multiple languages are available, you may see a language switcher so you can work in your preferred language.

Theme Option

You may also see a light or dark appearance option.

Search or Quick Access

Some accounts may have a quick search tool to help open pages and actions faster.

First-Time Setup

In some cases, your first login may be very simple and take you straight to the dashboard.

In other cases, your organization may ask you to complete a few first-time checks, such as:

- Confirming that your account details are correct
- Reviewing the pages or sections you are responsible for
- Checking the selected language

- Choosing your preferred appearance
- Opening the main area you will use most often

If your team has a custom setup process, follow the instructions provided by your administrator.

If You Are a Content Editor

If you signed in to update website content, your first step is usually to review the pages you manage and confirm that you can access the correct editing areas.

You may later work with page content, services, pricing, or other website sections depending on your role.

To get familiar with the public-facing side of Sherkety ERP & Website Platform, start with:

- [Browsing the Sherkety Public Website](#)
- [Using Header Menus and Footer Links](#)
- [Finding Services Through Navigation and Service Menus](#)

If You Are an Administrator

If you signed in as an administrator, your first step is usually to confirm that you can access the areas your team manages, such as users, settings, services, pricing, and website content.

You may also want to check the public website experience so you understand what visitors see. Helpful starting points include:

- [Browsing the Sherkety Public Website](#)
- [Understanding the Homepage Hero and Primary Actions](#)
- [Finding Answers in FAQ and Policy Pages](#)

Sign Out When You Finish

When you are done:

1. Open your account menu.
2. Click **Sign out**.
3. Wait until Sherkety ERP & Website Platform returns you to the sign-in page.

This is especially important if you are using a shared computer.

Next Steps

After your first login, a good next step is to get comfortable with how pages are organized and how the public website is structured.

Recommended reading:

- [Browsing the Sherkety Public Website](#)
- [Using Header Menus and Footer Links](#)
- [Understanding Breadcrumbs and Page Location](#)
- [Contacting Sherkety Through Forms and Direct Channels](#)

If your work is focused on website content, services, or visitor journeys, these guides will help you get oriented without needing to learn everything at once.