**How to Password Protect your Entry Point Group**

You can now password protect your **Entry Point Group** so that any of your live **Entry Point** **URL's** can be hidden from general public view while still allowing you to proof and perform live tests on your online ticketing pages by entering in the password.

1. Log into **Administration**.



1. Click on the **Corporate Organization** icon.



1. Select the **Web** folder



1. Click the **Entry Point** icon



1. Right click and select **Properties** on the **Entry Point Group** you wish to password protect.



1. In the **Passcode** field, enter the password that you wish to use during the testing process. The password needs to be between 4 and 10 characters long.



1. Once completed, click **Apply** and **Ok** to save and close the window.



1. When you are ready for your **Entry Point Group** to be available without the **Password**, simply repeat **Steps 1 through 5** and then remove the **Password** from the **Passcode** field.