Sign In and Company Selection

Sign in safely, fix access problems, and open the correct company workspace.

- Select a Company Workspace
- Sign In to Muhasib ERP
- Resolve Muhasib Sign-In Problems

Select a Company Workspace

How to Select a Company Workspace in Muhasib ERP

Overview

This guide will help you enter the correct authorized company before performing Muhasib work.

The list contains companies assigned to the signed-in user's role. With only one assignment, Muhasib may select it automatically. Back Office also checks terminal registration and can return to selection when the company is not registered for this terminal.

Who can do this

You need access to Use requires the rights and business authority described by the workflow. Database, licence, user, company, or system changes require the responsible administrator.

Before you start

Sign in with a role assigned to at least one company. The current terminal must be registered for the selected company where required.

> Before saving, check that the correct company is open and that you have permission to complete this task.

Where to find it

Follow the launch, wizard, login, company-selection, Back Office, or power path described in the procedure; the available starting screen depends on current installation state.

Select a Company Workspace

Step 1: On company selection, review the available columns: ID, Company, Address,

On company selection, review the available columns: ID, Company, Address, Contact, Email, and Registration.

Step 2: Enter part of the company name in the filter when the list is long

Step 3: Select the intended company

Step 4: Choose Continue, or double-click the company where supported

Step 5: If you do not want to continue with this account, choose Sign Out

Check your work

In Back Office, confirm the company and user context before creating a transaction or changing settings.

> Take a moment to check your work before closing the window. This small check can save time later.

If something goes wrong

- If a company is missing, check the role's company assignment and licence scope.
- If selection loops back, check this terminal's company registration rather than choosing another company arbitrarily.
- If no company is assigned, contact an administrator; do not create a duplicate company.

Related guides

- Sign In to Muhasib ERP
- Navigate the Muhasib Back Office
- Switch to Another Company Workspace
- Understand Company, Location, Terminal, and Licence Identities

What to do next

> **Sign In to Muhasib ERP**.

Sign In to Muhasib ERP

How to Sign In to Muhasib ERP in Muhasib ERP

Overview

This guide will help you authenticate with an active Muhasib account and reach the authorized company selection or workspace.

Muhasib accepts only a matching account that is active, allowed to log in, and not deleted. It creates the user session and loads the Back Office according to role permissions, company assignment, licence features, and terminal state.

the Remember option persists the entered username and password through local workstation settings. Use it only after the organization confirms the device and at-rest protection are acceptable.

Who can do this

You need access to Use requires the rights and business authority described by the workflow. Database, licence, user, company, or system changes require the responsible administrator.

Before you start

Get your own User ID and password. Make sure Muhasib is connected to the correct database and has completed activation.

> Before saving, check that the correct company is open and that you have permission to complete this task.

Where to find it

Follow the launch, wizard, login, company-selection, Back Office, or power path described in the procedure; the available starting screen depends on current installation state.

Sign In to Muhasib ERP

Step 1: On Sign in to your business workspace, enter your User ID

Step 2: Enter your Password

Step 3: Leave Remember this device clear on shared, public, or insufficiently

Leave **Remember this device** clear on shared, public, or inenoughly protected computers.

Step 4: Select Sign In

Step 5: If more than one company is assigned, select the intended

If more than one company is assigned, select the intended company. A single assigned company may open automatically.

Check your work

Confirm the shown user and company context before entering data. Make sure modules match your intended role.

> Take a moment to check your work before closing the window. This small check can save time later.

If something goes wrong

- Re-enter the User ID and password carefully.
- If credentials are correct but access is refused, an administrator should check Active User and Allow Login without resetting unrelated permissions.
- If the wrong company opens, sign out or switch company before creating records.

Related guides

- Resolve Muhasib Sign-In Problems
- Select a Company Workspace
- Navigate the Muhasib Back Office
- Sign Out and Exit Muhasib ERP Safely

What to do next

> **Resolve Muhasib Sign-In Problems**.

Resolve Muhasib Sign-In Problems

How to Resolve Muhasib Sign-In Problems in Muhasib ERP

Overview

This guide will help you identify the likely sign-in failure and restore access through an authorized administrator without weakening security.

If this issue is stopping your work, do not worry. Follow the steps one at a time, and check the result before trying again.

Sign-in succeeds only when the credential matches an active, login-enabled, non-deleted administrator record. Permission and company problems may appear after authentication rather than as a credential error.

Who can do this

You need access to Use requires the rights and business authority described by the workflow. Database, licence, user, company, or system changes require the responsible administrator.

Before you start

Confirm the intended workstation, database, company/workspace, user or subscription context, and preserve any in-progress work before proceeding.

> Before saving, check that the correct company is open and that you have permission to complete this task.

Where to find it

Follow the launch, wizard, login, company-selection, Back Office, or power path described in the procedure; the available starting screen depends on current installation state.

Resolve Muhasib Sign-In Problems

Step 1: Confirm Muhasib is connected to the intended database

Step 2: Enter both User ID and Password; blank fields cannot authenticate

Step 3: Check Caps Lock and keyboard layout, then retry once

Step 4: If access still fails, ask an authorized administrator to locate

If access still fails, ask an authorized administrator to locate the user record and check:

- the User ID is correct;
- **Active User** is enabled;
- **Allow Login** is enabled;
- the account has not been removed;
- a valid role and company assignment exist.

Step 5: If the password must be changed, follow the approved user-management

If the password must be changed, follow the approved user-management process and communicate it securely.

Step 6: Sign out/restart when role or licence changes require the session

Sign out/restart when role or licence changes require the session to reload.

Check your work

The user reaches the correct company selection/workspace and can access only the intended modules and actions.

> Take a moment to check your work before closing the window. This small check can save time later.

If something goes wrong

- Do not reveal whether a guessed User ID exists to unauthorized people.
- Do not enable a deleted or disabled account without confirming why it was restricted.
- Do not share passwords through tickets, screenshots, or group messages.

Related guides

- Sign In to Muhasib ERP
- Create a System User
- Grant and Revoke Muhasib Permissions
- Request Muhasib Support

What to do next

> **Sign In to Muhasib ERP**.