We have updated our system to better serve your needs. We have made every effort to ensure that you are minimally inconvenienced by this system upgrade.

The new online account management system will give you the ability to log in and see your account status, due dates and be able to manage your account information as well.

This will walk you through how to gain access to your KPCNews.com account. These steps are only required one time, after that you will be able to log in to your account just as you were before the upgrade.

1. Start by clicking the login link on the frontpage.

2. At this point you will be prompted to enter the Screen Name associated with your account, and your password. Don’t worry if you don’t know this information, we have a simple way to retrieve it.
3. If you don’t know some of this information, we have a simple solution to get you up and running in no time.

4. Because of our new system and the associated security settings some people will be required to go through the “Lost Password” function.

   This is just a formality and will lead to you having more control and better ability to track your account information. So if it fails to let you log into the site, no worries it’s a simple fix. Click on one of the links to retrieve your screenname or password.
5. Once you click the “Forgot Password” link you will be taken to a page with this question field. Simply enter your Username and it will email you your password to your email address.
6. Check your email account and you will see a message that looks just like this. This is the password for your KPC account. Go ahead and go to kpcnews.com and login. At this point you can tell the system to save your login information.
A few points to remember, this system will only let you read articles if you have an active “Online” or “Print” subscription. If you do not have a current subscription you will be required to purchase a subscription which is fully outlined below:

If you think you received this message in error because you have an active account it is most likely because of an account error, you can review your account by clicking the “My Account” link in the login module.

Once you click on this you will be taken to our new account management page. This is where you can see your subscriptions, dates and much more info regarding your account with KPC. For security reasons you will be required to login once again.
Once logged in you will be able to see your account information including your active or inactive subscriptions.

<table>
<thead>
<tr>
<th>Publication</th>
<th>Start Date</th>
<th>End Date</th>
<th>Net Amount</th>
<th>Type</th>
<th>Auto Renew</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Herald Republican</td>
<td>12/19/2015</td>
<td>01/11/2016</td>
<td>$14.00</td>
<td>Print</td>
<td>Yes</td>
<td>-5.88</td>
</tr>
</tbody>
</table>
If your subscription is expired you either have to re-subscribe or if you think this is wrong you can try this process again with the accurate up to date email address or username. Old accounts you have set up and let expire are still in the system so they will allow you to login, but they won’t be associated with your current account. If this is your issue then simply give us a call at 260-347-0400 Option 1, and one of our associates will be happy to assist you.