

Overview

The PlayFull Partner Portal is a web application that allows partners to manage information displayed in the PlayFull platform.

This guide explains how to access the portal, navigate the interface, and use its available features.



Access to the Portal

Access to the Partner Portal is provided by the PlayFull team.

After your account has been created, you will receive:

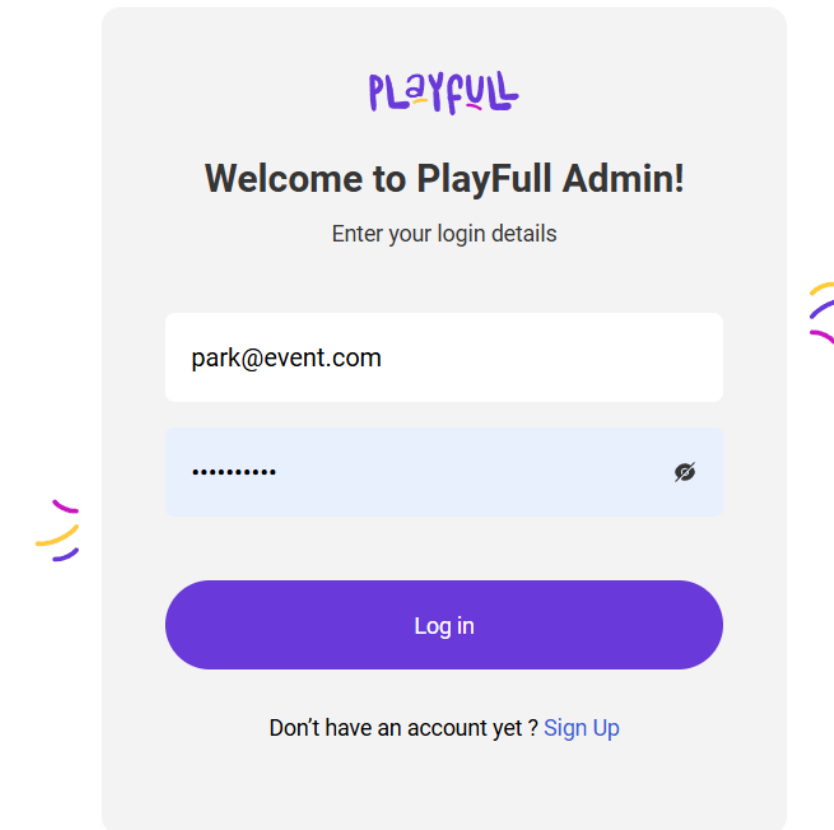
- Portal URL <https://app.centerofplay.com/signIn>
- Username or email address
- Temporary password

Keep your login credentials secure and do not share them with other users.

Signing In

1. *Open the Partner Portal using the provided URL.*
2. *Enter your username or email address.*
3. *Enter your password.*
4. *Select Sign In.*

If the credentials are correct, the system will open the main dashboard.



Browser Requirements

For the best experience, use the latest version of one of the following browsers:

- Google Chrome
- Microsoft Edge
- Safari

JavaScript and cookies must be enabled.

Chapter 1. Getting Started

After signing in, you will be taken to the Partner Portal dashboard.



Dashboard

The dashboard is the main page of the Partner Portal. From here, you can access all sections available to your account.

The navigation menu is located on the left side of the screen.

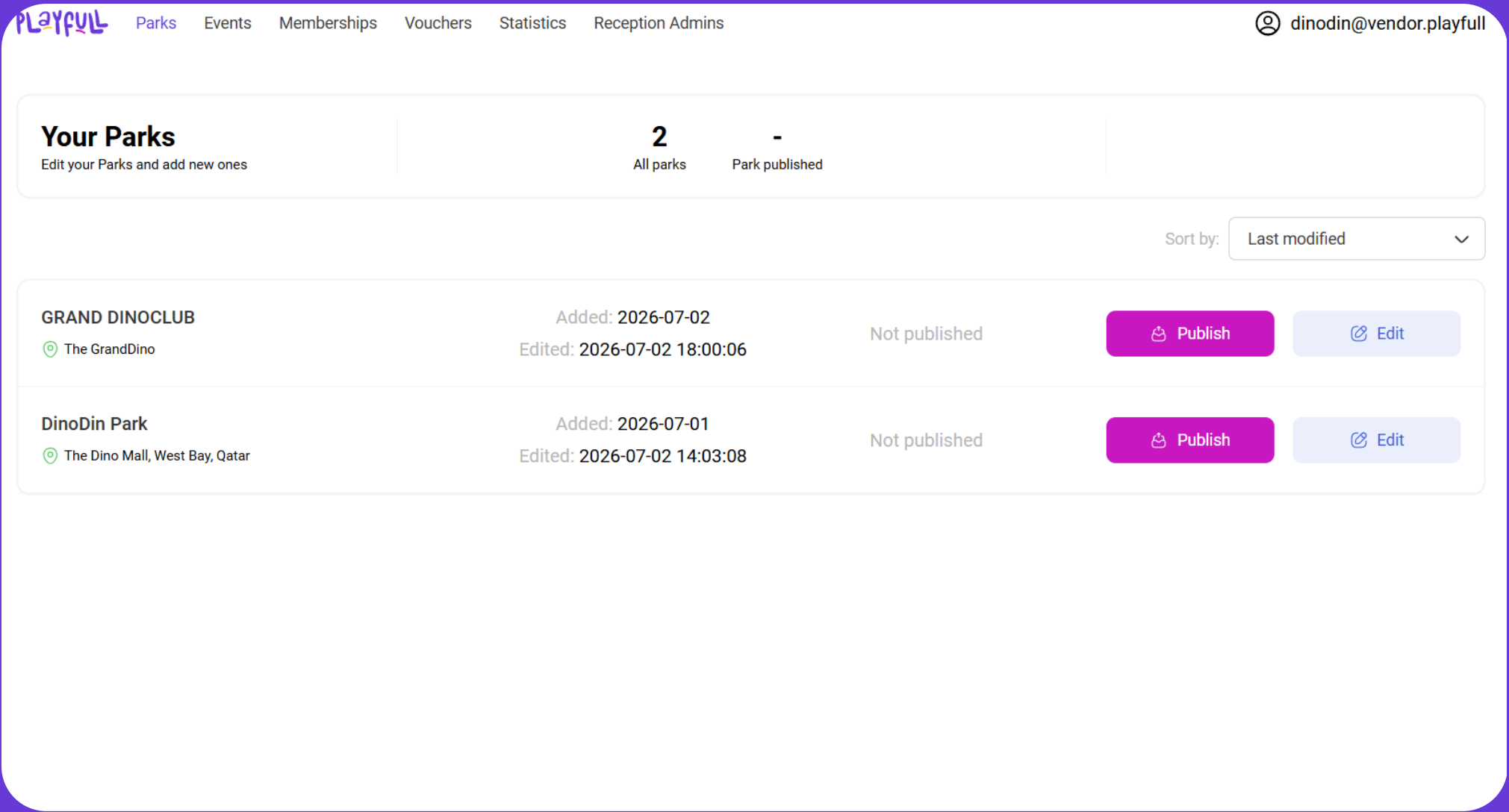
Use this menu to open the different sections of the Partner Portal.

The available menu items depend on your account permissions.

Navigation

To move between sections:

- 1.Parks
- 2.Events
- 3.Memberships
- 4.Vouchers
- 5.Statistics
- 6.Reception Admins



User Profile

Your account information is available in the upper-right corner of the page.

From here, you can access your profile and sign out of the Partner Portal.

Your Profile

Change email >

Change password >

Log out



Security Recommendations

To help protect your account:

- Do not share your password.
- Always sign out when using a shared computer.
- Contact PlayFull Support if you notice any suspicious account activity.