Desktop Link Guide

A guide for inserting a link onto the desktop of any computer using any browser. All the information you need to have easier access to the Nochex website.

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Important
Before using this guide you will need to have a Nochex account, if you haven't already signed up click the following link and choose between either a UK Trader or a Merchant account: https://www.nochex.com/gb/merchant-services/
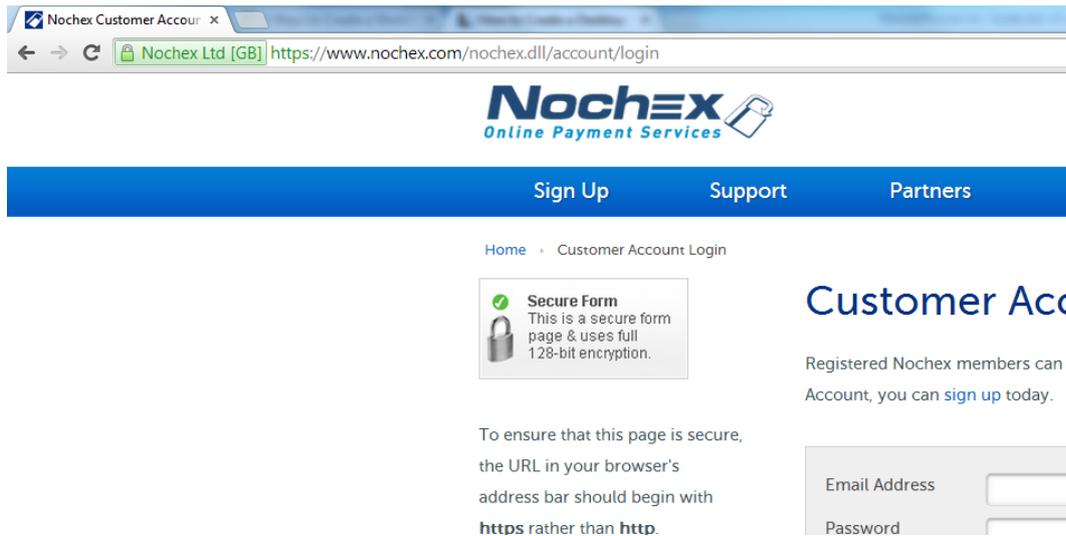
![Google Chrome logo] **Google Chrome**

A link can be attached to the desktop of your computer to have easier access to the Login page on the Nochex website. There is a list of instructions below which explains how to create a desktop icon / link with Google Chrome:

1. Firstly open Google chrome and enter the following link to the login page:
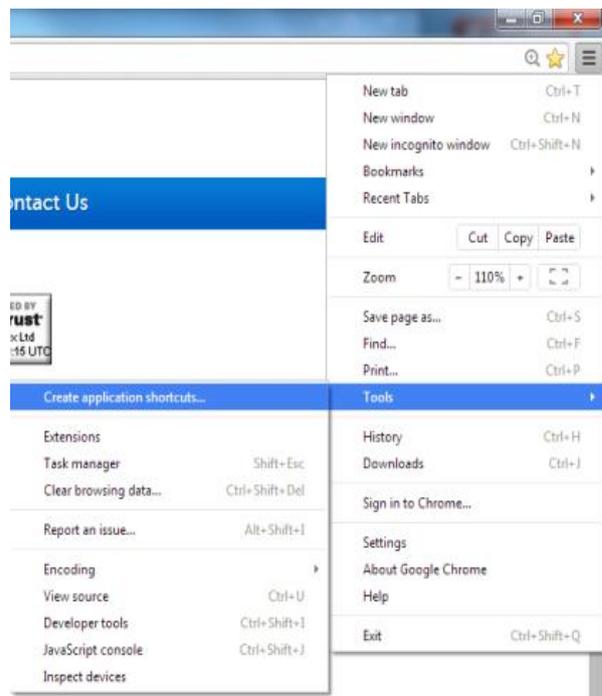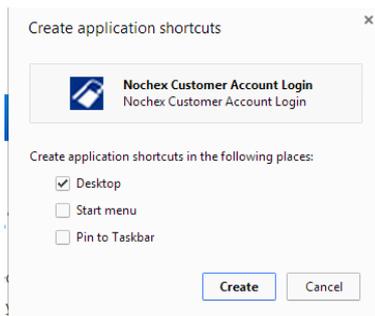   https://secure.nochex.com/ControlPanel/Login.aspx

2. Once the page has loaded, press the tab button in the top right to display a menu in Google chrome.
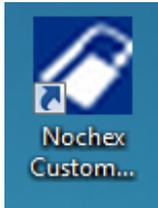
3. Next , go to tools > create application shortcuts

4. Once selected, a dialog box will show to select where you would like the icon to be displayed,

5. Press create

6. Finally go to your desktop to see the icon is visible, and to test the icon works and everything is working correctly.
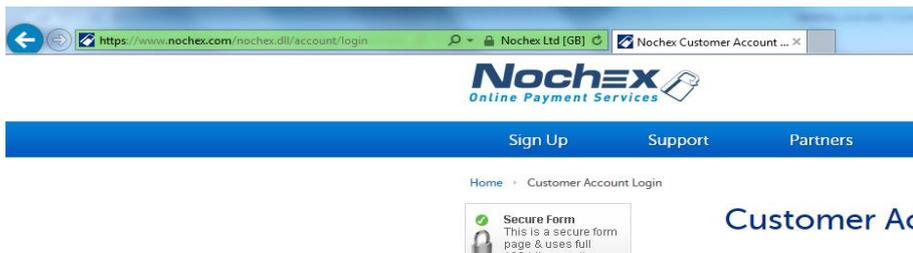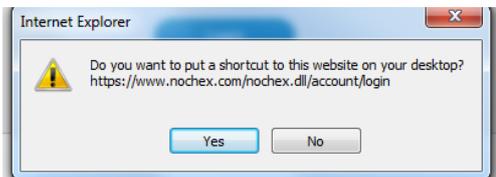
 Internet Explorer

A link can be attached to the desktop of your computer to have easier access to the Login page on the Nochex website. There is a list of instructions below which explains how to create a desktop icon / link with Internet Explorer:
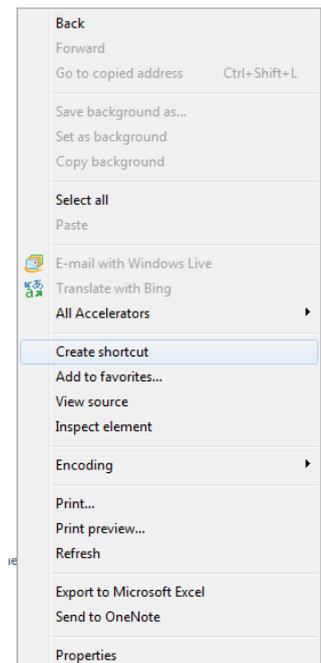
1. Firstly open Internet Explorer and enter the following link to the login page:
    https://secure.nochex.com/ControlPanel/Login.aspx

2. Move your mouse anywhere on the webpage and right click to display a menu

3. Select Create Shortcut.

4. Once selected a dialog box will show, select yes.

5. Finally go to your desktop to see the icon is visible, and to test the icon works and everything is working correctly.
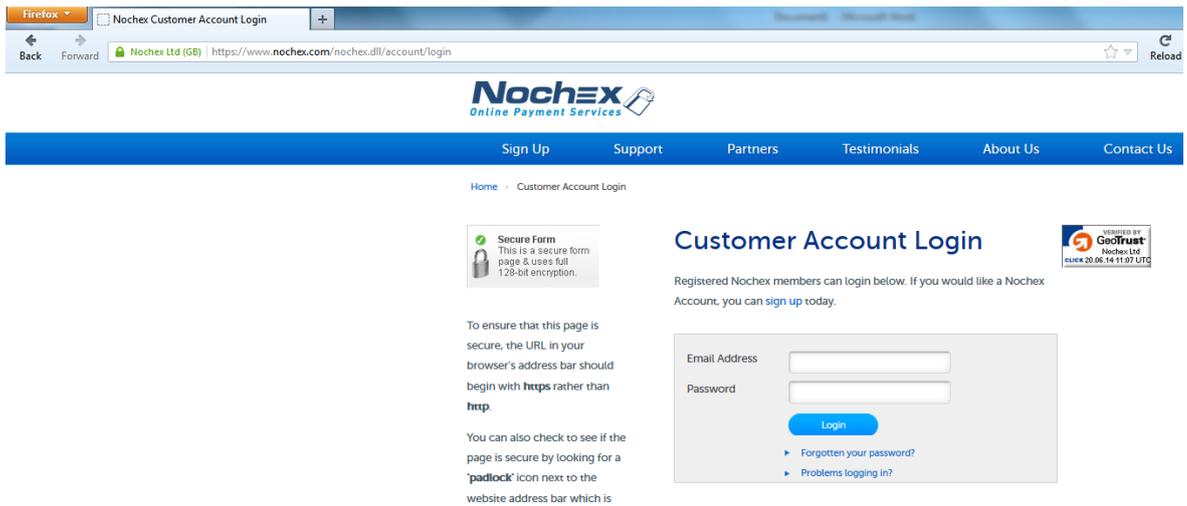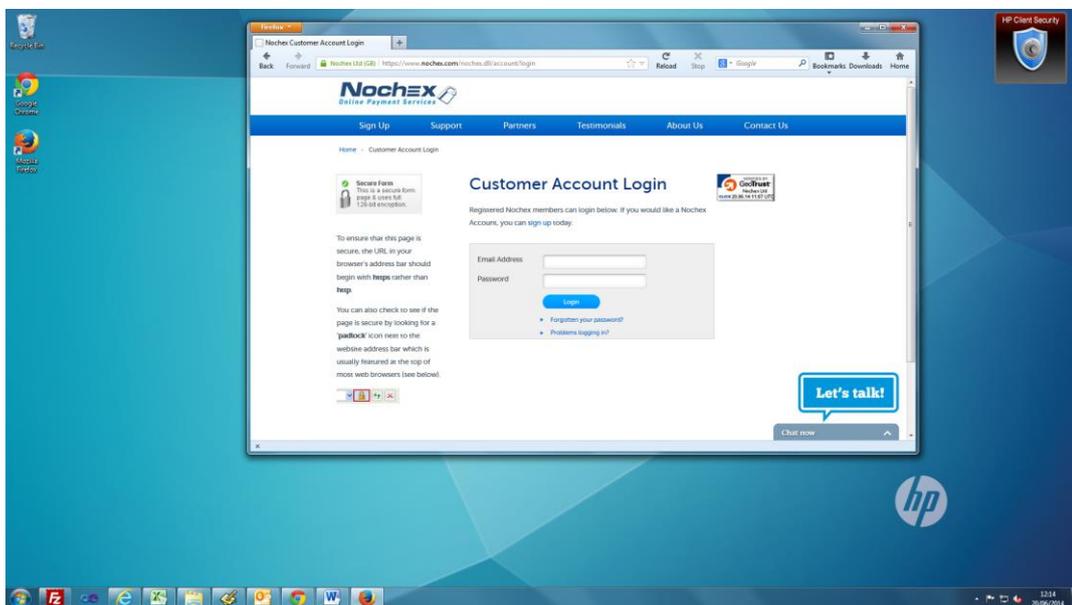
 Mozilla Firefox

A link can be attached to the desktop of your computer to have easier access to the Login page on the Nochex website. There is a list of instructions below which explains how to create a desktop icon / link with Mozilla Firefox:

1. Firstly open Firefox and enter the following link to the login page:
    https://secure.nochex.com/ControlPanel/Login.aspx
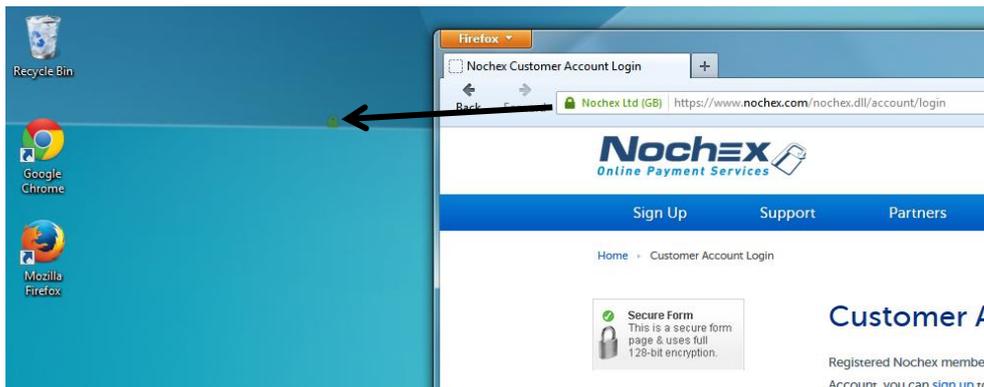

2. Next change the size of the browser to half the size, and your desktop is behind.
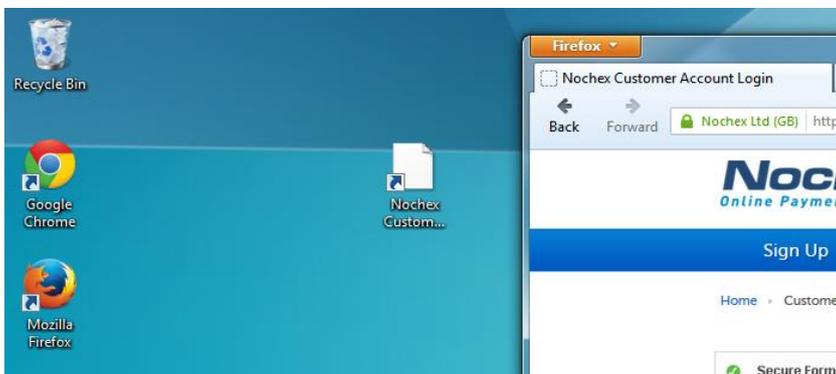

3. Move your mouse cursor to the navigation bar where the green box is displayed

4. Hold your left mouse click and move it across to the desktop.

5. When the mouse is hovering over the desktop release the left mouse click which should place the icon onto your desktop.

6. Finally go to your desktop to see the icon is visible, and to test the icon works and everything is working correctly.

If having followed the instructions in this guide it is not working, please contact your Account Manager or our Merchant Support Team and they will be pleased to help you!