

Access the Open Store

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To log in to the Open Store application, follow the steps given below.

1. Enter the URL [https:// \(https://histlive.mithi.com/\){Domain-name}.vaultastic.com/ \(https://histlive.mithi.com/\)](https://(https://histlive.mithi.com/){Domain-name}.vaultastic.com/(https://histlive.mithi.com/)) in the browser address bar, replacing {Domain-name} with your domain. For example, if your primary email domain is acmecorp.com, the Vaultastic URL for your domain will be acmecorp-com.vaultastic.com. In case of doubt, contact your system administrator.
 2. On the login page, enter your Vault ID having the Super Admin role (For example postmaster@{Domain-name}) and password.
 3. If you are logging in for the first time or have forgotten your Vault password, use the [forgot pass \(https://docs.mithi.com/home/vaultastic-archive-view-reset-forgotten-password\)](https://docs.mithi.com/home/vaultastic-archive-view-reset-forgotten-password) link to set a new password.
 4. For enhanced security, your domain administrator might have enabled a Captcha image on the login page. Enter the characters seen in the image.
 5. Click on the Login button.
 6. On successful login, you will be taken to the [Vaultastic Application \(https://docs.mithi.com/home/how-to-use-the-ediscovery-view-to-quickly-locate-mail-or-do-a-compliance-check\)](https://docs.mithi.com/home/how-to-use-the-ediscovery-view-to-quickly-locate-mail-or-do-a-compliance-check).
 7. On the application switch visible on the left, click the **Open Store application** icon to launch the application.
 8. In the top right corner, all your Vaultastic domains will be listed. Select the domain to view its Open Store.
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