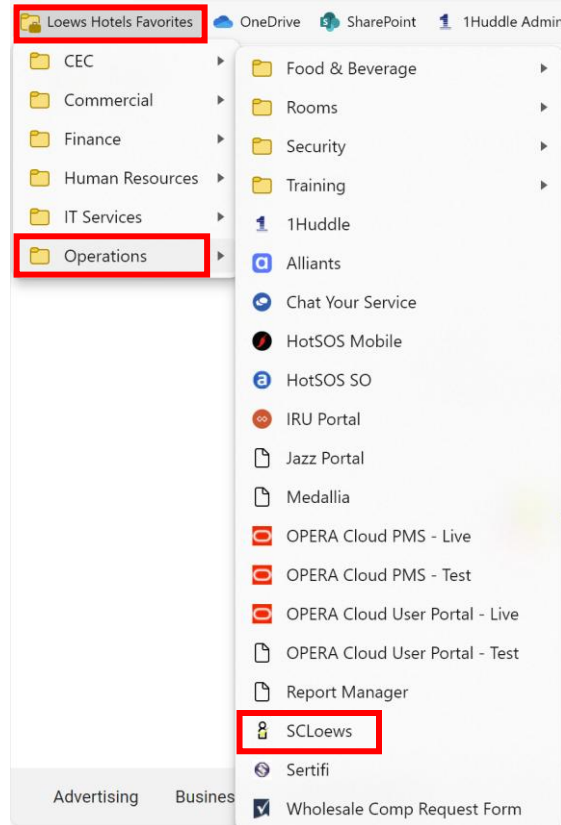


Group	Topic	Revision Date
SCLoews	Log In & Navigation	11/2024

To log into SCLoews, navigate to any browser and select *Loews Hotels Favorites*; select *Operations*; and select *SCLoews*.



The SCLoews *Log In* page appears. Enter your **Username**, which is your *Team Member ID number*, and enter your **Password**. Once complete, select **Login**.

 A screenshot of the 'Loews Hotels & Co Survey Companion' login page. The page has a green header with 'Loews Hotels & Co' and 'ESTABLISHED 1960' on the left, and 'SURVEY COMPANION' on the right. Below the header is a green navigation bar with 'Home', 'About', and 'Support'. The main content area is titled 'Log In' with the instruction 'Please enter your username and password.' Below this is a form titled 'Account Information'. The 'Username' field is highlighted with a red rectangular box and contains the text '10030818'. The 'Password' field is highlighted with a red rectangular box and contains masked characters. Below the password field is a checkbox for 'Remember Me' and a link for 'Forgot your password?'. At the bottom right of the form, the 'Login' button is highlighted with a red rectangular box.

NOTE: If it is your first time logging into SCLoews, your *Password* is **survey123**.

Group	Topic	Revision Date
SCLoews	Log In & Navigation	11/2024

If you forgot your password and you do not have a Loews Hotels email address, submit a ticket with the Help Desk to have your password changed.

If you forgot your password and you have a Loews Hotels email address, select **Forgot your password?**

The *Recover Password* screen appears. Enter your **Loews Hotels Email Address** and select **Submit**.

RECOVER PASSWORD

Please enter your email to start the password recovery process. [Click here](#) to go back to the login page.

If you don't have an email to reset your password and you need technical support [Click here](#) to go to the support page.

The *Password Submitted* message displays.

PASSWORD SUBMITTED

Your password information has been successfully sent to the email address you provided. [Click here](#) to go back to the login page.

Group	Topic	Revision Date
SCLoews	Log In & Navigation	11/2024

The *Password Recovery* email is sent to the email address you provided. Select **Click Here** to reset your password.

[EXTERNAL] Survey Companion - Password Recovery.



This Message Is From an External Sender
This message came from outside your organization.

Password Recovery

Account: Molly Sandberg
User Name: molly.sandberg@loewshotels.com
Please [Click here](#) to reset your password.

Within the *Change Password* screen, fill out the **New password** and **Re-type your new password** fields accordingly, based on the listed requirements. Once complete, select **Change Password**.

CHANGE PASSWORD

Your account requires a password reset.

New passwords are required to be a minimum of 12 characters in length.

- At least 1 uppercase letter [Z-A]
- At least 1 lowercase letter [a-z]
- At least 1 digit [0-9]
- At least 1 special character [!@#\$%&]

Current password:

New password:

Re-type new password:

[Cancel](#) [Change Password](#)

The *Change Password* message displays. Select **Click here** to be logged into the *Main Menu*.

CHANGE PASSWORD

Your password has been changed successfully. [Click here](#) to go back to the main page.

Group	Topic	Revision Date
SCLoews	Log In & Navigation	11/2024

Once you have logged in, the *Main Menu – Loews* appears with all of the available menu options displayed.

LOEWS HOTELS & CO

ESTABLISHED 1880

Welcome Luke Blubaugh | [Sign out](#)

[Home](#)
[About](#)
[Support](#)
[Main Page](#)

SURVEY COMPANION

MAIN MENU - LOEWS

<ul style="list-style-type: none"> BRAND OPERATING STANDARDS CHECKLISTS DASHBOARD DOCUMENTS EXCEPTIONS GUIDELINES MET FORMS MINI SHOP 	<ul style="list-style-type: none"> MINISHOP - RESULTS MOBILE APP POLICIES REPORTS SHOP & AUDIT - RESULTS SPOT CHECK SPOTCHECK - RESULTS SURVEYCOMPANION VERSION 1.0
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NOTE: If the *Dashboard* appears, select the **Main Menu icon** to navigate to the *Main Menu*.

