

OperaSupertitles.com

Supertitles by Michael Chadwick

Accessing and Using the Client File Server

Supertitles files are now available electronically through the Client File Server, including slideshow files (usually PowerPoint) and piano-vocal cue score pdf files.

To access the system, use the following link: <https://operasupertitles.com/clients>

Thank you for registering!

Thank you very much for registering for a client account with OperaSupertitles.com. This account will enable you to download your digital files directly.

Your user name is: (your user ID)

Your temporary password is: (a temporary passcode)

Here is the link to use to access your account at any time: <https://operasupertitles.com/clients/>

During your first login, you will be asked to create a new password. I do not have a way to recover this for you if it is lost, but you can always use the "Forgot Password" function to retrieve it or create a new one.

Your account will usually be made for you when you rent your next set of supertitles. This is manually performed by the system administrator. You can also self-register, though your account will not contain files until your rental has been processed. Upon registration, you will receive a welcome email containing your user name and password.

During your first login, you will be required to set up a new password. Enter it into the Password field, and click "Update account" at the bottom. Address and

Telephone are not required fields. You can also choose whether or not to be notified of new uploads by e-mail. It is highly recommended you keep this box checked.

Your account menu at the top left offers three options. There won't likely be a need to upload files to this account or manage files you have uploaded. The option you will normally use is **View my files**.

Once your account is activated and your rental is processed, you will be granted access to the appropriate files. This access is not activated by default. They must be manually granted to your account.

Assuming you have kept the notification box checked, you will receive an email alerting you when the files are accessible.

New files uploaded for you

The following files are now available for you to download.

Instructions.pdf
(Instructions.pdf)

If you prefer not to be notified about new files, please go to My Account and deactivate the notifications checkbox.

You can access a list of all your files or upload your own [by logging in here](#)

Found 3 elements

TITLE	TYPE	DESCRIPTION	SIZE	DATE	EXPIRY	PREVIEW
La cenerentola.pptx	pptx		2.42 MB	11/03/2025	Never	
La cenerentola - Ricordi Plate 45707.pdf	pdf		38.84 MB	11/03/2025	Never	Preview
Instructions.pdf	pdf		1.69 MB	16/02/2025	Never	Preview

You can download individual files by clicking on their title, or select multiple files to be zipped and downloaded together. This is especially useful for scenes programs with many individual files.

To select multiple files for a single download:

1. Choose the files by clicking the arrows to the left (or the box above it to select all).
2. Select “Download zipped” from the drop down box on the right.
3. Click “Proceed” to start the download process. Simple as that!

You can update your account information at any time, including your name, password, e-mail address, address, and telephone. This is done using the “My Account” button at the top right. Please note that the log in username cannot be changed, even by the administrator. So, if you have a new user in your organization it is best to request a new account and the deactivation of the old account.

If you have any questions or need technical assistance, please email info@operasupertitles.com or call +1 609-975-9766 (Eastern/New York) and I will be happy to assist you as promptly as I am able.

Be sure to bookmark <https://www.operasupertitles.com> for all your future supertitles needs!

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