## What can you find on the portal?

- Important information at your fingertips.
- Company news in one place.
- Ask questions, give feedback, submit suggestions for improvements.
- Order food, enter competitions and have fun.
- In five languages CZ, EN, SRB, UK and VIET.

The user manual in all languages is available here:



If you need help with accessing the portal, please contact the HR department in person, by phone at +420 311 673 311 or by e-mail at hr@gzmedia.cz.

If you have a smartphone with a different operating system (e.g. Huawei), please contact Ema Novotná at: novotna.ema@gzmedia.cz.

Join today to make sure you never miss anything and know everything first!

GZ NEWS
AT YOUR
FINGERTIPS

New website and mobile app for employees



We have launched our **new communication portal GZ Online** to ensure that you, our employees, have access to all company news and are always informed. Thanks to the mobile app, you can access news about the company from anywhere at any time.

## How to download the mobile app to your smartphone?



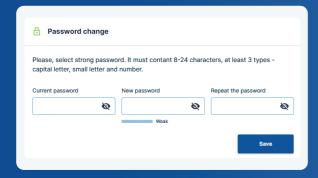
1 Scan this QR code. 2 Select your language.

ı	_ogin
	EN ^
Personal number	cs
	EN
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Required field	ик
Password	_ vi
	<i>₩</i>
Required field	
	Log in

- 3 As your USERNAME, enter your full personal number,
- 4 as your PASSWORD, enter your full personal number again.

gz media Specimen Specimen		Personal number 12340 Password 12340		<b>©</b>
GZ Media, a.s. Tovární 340, 267 12 Loděnice	os.č.: 1234 0		Log in	

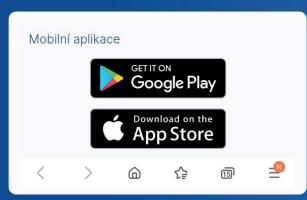
5 After singing in for the first time, you will be asked to change your password.



6 If you do not have a business e-mail, please enter your personal e-mail address, which is necessary in case you forget your password.

Your conta	ct details			
Please enter your	personal e-mail in o	ase you forget yo	ur password.	
Personal e-mail				

In the bottom part of the My Account section, click on the App Store or Google Play icon.

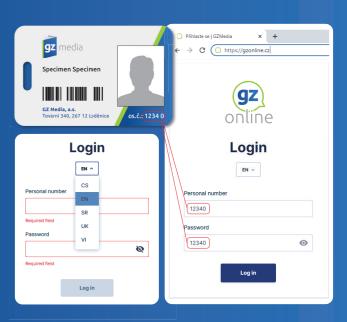


8 In the App Store you will be asked to log in with your Apple Id.

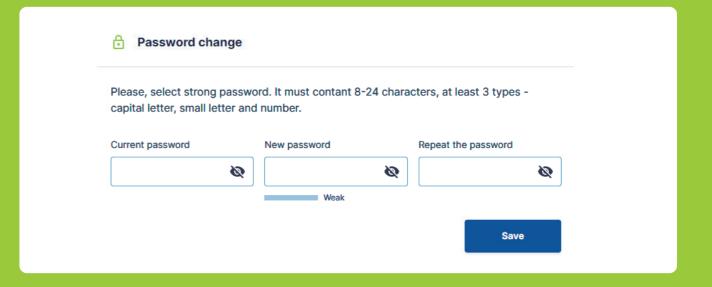


## How to open the communication portal in your web browser?

- Open any web browser (Google Chrome, Safari, Microsoft Edge etc.) from your work or personal computer, or from your smartphone.
- 2 In the search bar, enter gzonline.cz (without the www).
- Select your language.
- 4 As your USERNAME, enter your full personal number.
- as your PASSWORD, enter your **full personal number** again.



6 After singing in for the first time, you will be asked to change your password.



7 If you do not have a business e-mail, please enter your personal e-mail address, which is necessary in case you forget your password.

Your contact details	
Please enter your personal e-mail in case you forget your pass	sword.
Personal e-mail	
	Save

9 To ensure you always know what is going on, we recommend enabling notifications in the mobile app.