

Uploading Information or QuickBooks Backups through Netclient CS

- 1. Log into your Netclient CS portal http://slaglestrategic.com/portal/
 - a. If you haven't receive an email to setup your portal contact the office 330-499-9948 or by email jenna@slaglestrategic.com
- 2. Once logged in under "Documents" select "File Exchange"

| | IIII Home 🍳 Messages | | | | | |
|---|---------------------------------|---|--|--|--|--|
| | ➡ NetClient CS | Home | | | | |
| | 🖶 My Invoices | Tasks | | | | |
| < | Becoments Image: The Exchange | To simplify future password resets, please select and answer Security Questions for your account. 2 months ago | | | | |

3. From there select the "To SSG" file

| | Home Up Remove | | | | | | |
|---|----------------|------|--------------------|--|--|--|--|
| | Name | Size | Date Modified | | | | |
| | G From SSG | | 6/28/2019 11:20 AM | | | | |
| | Complete | | 6/18/2019 11:02 AM | | | | |
| (| 🥡 To SSG | | 6/28/2019 11:20 AM | | | | |
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4. Select "Upload". Then "Add Files" from the pop-up

| 🧔 / 📑 | To SSG | ; | | | |
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| Home | Up | Remove | Upload | Delete Selected | |
| | Name | | \smile | | |
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| Filenam | e | | | | |
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| | | | | Drag files here. | |
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| 💽 Add | files 🛉 | Start upload | | | |
| | | | | Choose from Dropbox | |

This will prompt you to select the file to be uploaded. If uploading a QBW File (QuickBooks Backup) please remember to email the file password to our office.