Edit User Name Fields Guide

GROUP ADMIN DOCUMENTATION

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GETTING STARTED

• ADMIN LOGIN

When you become a partner of eHome America, you will be given a log in name (Your email address and password).

eHomeAmerica	Homebuyers - Lenders Realtors Agencies About mPactPro-Client Sign in Management System
Homebuying is always in season. Let's do this!	You can signing in this two links
Cet started today	
Sign in	
Watch the Video 🖸	

Go to <u>www.ehomeamerica.org</u> and log in at the top of the page <u>and</u> Click on the Link<u>Sign in</u>.

Welcome back	
Sign in to your account	
Returning Members:	
Returning Members:	Enter User name and password and click login
Returning Members: Email Address: Your email Password: Password: Password Password	Enter User name and password and click login

• YOUR DASHBOARD

			A		Registration	Completion
				December	17	1
				November	7 (-59%)	0
				January	16 (+56%)	0
۱ <u>ــــــــــــــــــــــــــــــــــــ</u>		· /		September	2 (-87%)	0
- / /	~			October	4 (+50%)	0
) 11/20 11/27 12/04 1:	2/11 12/18 12	2/25 01/01 01/08 01/15	01/22 01/29	Recent Note	s	
Recent Registrations		Recent Completions		Mike TestIntake		04-23-2019
Name	Date ^	Name	Date ^	this is a test acc	count	
januaryMonday Test	01-27-2020	comprador Comprador	12-09-2019			
Eridov Test		0		Yanick Landess	ş	12-03-2018
rinday itest	01-24-2020	Sandy NECAC	05-06-2019			
Friday Test	01-24-2020	Mike Test	05-06-2019 10-03-2018	Disabled account	nt	
Friday Test ERBA EDOCS	01-24-2020 01-17-2020 01-16-2020	Mike Test	05-06-2019 10-03-2018 06-06-2018	Disabled account	nt	09-26-2018
Friday Test ERBA EDOCS thursday January	01-24-2020 01-17-2020 01-16-2020 01-16-2020	Mike Test Jane Doe Bob ehomeTest	05-06-2019 10-03-2018 06-06-2018 12-01-2017	Disabled account	nt	09-26-2018
Friday Test ERBA EDOCS thursday January wednesday January	01-24-2020 01-17-2020 01-16-2020 01-16-2020 01-15-2020	Mike Test Jane Doe Bob ehomeTest Jessica Smith	05-06-2019 10-03-2018 06-06-2018 12-01-2017 10-30-2017	Disabled account	nt	09-26-2018

From your dashboard click on the name of the customer you wish to change.

• **User Account:** Click on the user name fields and edit those as needed, once you have edit the fields click save.

Data	Contact Infor	rmation				Recent Not	es		
neral User Name: ake Questions er Documents 2nd User Name		Mary			Smith		There are no	There are no notes.	
		Mary			Smith			Add Noto	
lests Email: Worksheets Email: Completion Msg Sent Emails Phone:	Email:	sluhfe@gmail.com				Adu Note			
	Phone:	555	56 • 555 • 5555		User Logins				
dministration							Login	Logout	
PI Information Print User Details	Address:	1215				09-29-2018 12:56pm	09-29-2018 12:58pm		
r Information	City:	onedojk		09-28-2018 02:42pm	09-28-2018 05:07pm				
	State:	Nebraska				¢	09-28-2018 02:26pm	09-28-2018 03:29pm	
County: Zip:	Adams				\$	09-28-2018 02:17pm	09-28-2018 02:42pm		
	Zip:	55555				000 100	09-28-2018 12 05pm	09-28-2018 01:29pm	
					cu	CK HERE	06-06-2018	06-06-2018	

PLEASE NOTE: if the certificate is being generate you can delete the certificate and create the certificate and both names should be on it.

Thank you for being part of eHome America.