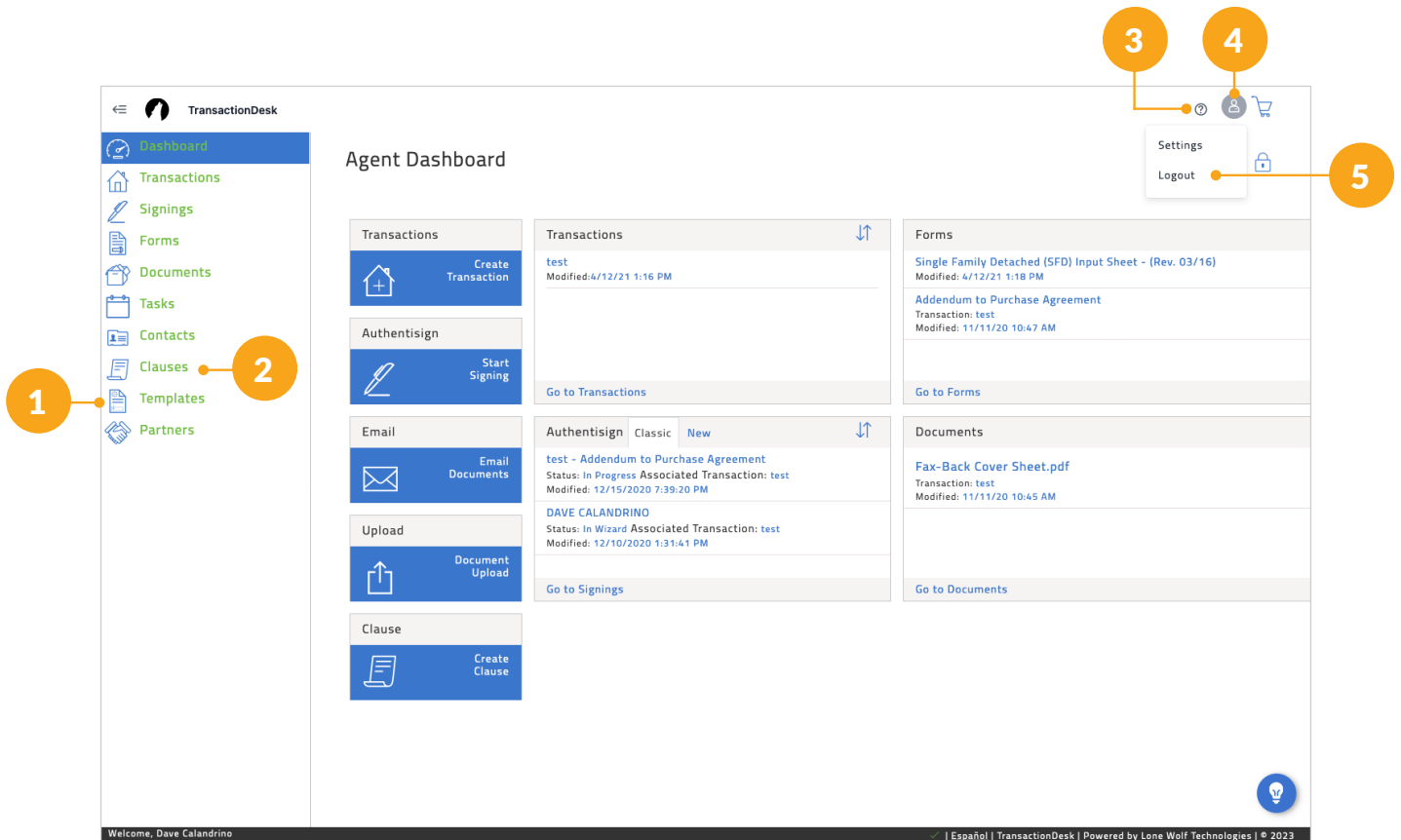


QUICK START GUIDE

The new global header for Transactions (TransactionDesk Edition)

Get to know the new global header in Transactions (TransactionDesk Edition), which gives you and your agents a more organized, simpler navigation experience.



1

Templates

Easily manage your checklist and select transaction templates with a quick click from the left-side panel.

2

Clauses

With just one click from the left-side panel, you can also segregate your Personal, Office, and System clauses easily.

3

Help

Have a question? The help menu is in the top right corner next to account settings. Find quick answers to common questions, access live chat with our client support team, and more.

4

Account settings

Account settings are in the top right corner. Just tap your avatar to manage your passwords, personal information, and other preferences.

5

Logout

Sign out of Transactions (TransactionDesk Edition) smoothly and securely by going into your account settings menu.