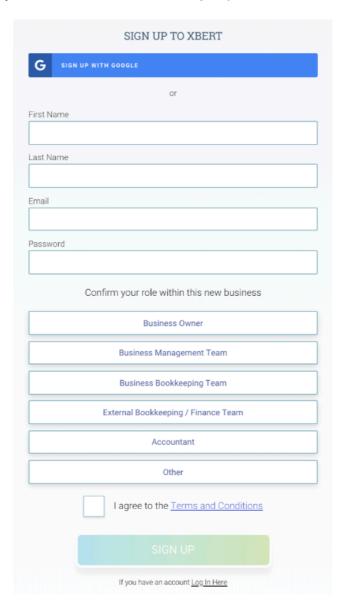
# TIME TO TAKE THE FIRST STEP!

# Your guide to getting set up on XBert.

So that our XBerts can help you stay a step ahead in business, follow these three easy steps.

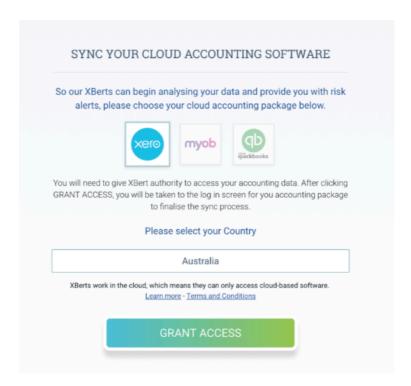
Step 1. Sign up to XBert by filling in your account information so that we know who you are, and how we can best help. Once you've done this, click the 'SIGN UP' button to move to the next step.

TIP - You can also use your social connectors to sign up.

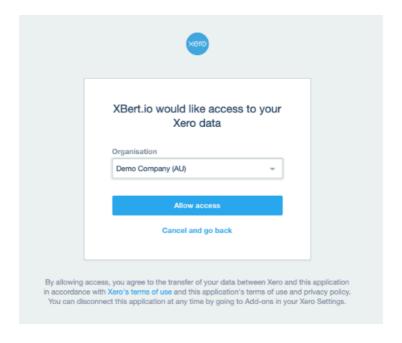


Step 2. You'll be prompted to sync your cloud accounting software\*. Select your software provider, then click on the 'GRANT ACCESS' button, which will take you to your software provider's site to allow XBert the authority to read and analyse your data.

\*Currently, XBert integrates with Xero using Australian tax rates and has been added to the Xero app marketplace as an approved Add-On Partner. MYOB and Quickbooks integrations are coming soon.



Step 3. Select the organisation, if you have multiple, that you want to integrate with XBert and click the 'Allow access' button.



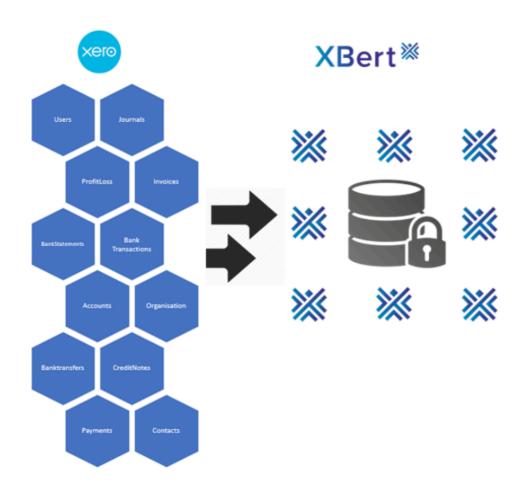
#### That's it!

XBert is now connected and will start analysing your associated cloud accounting data, securely storing it on our encrypted database. XBert syncs every hour but only reads your data and can't make any changes.

You are now on your way to detecting bookkeeping errors, seeing up-to-date business snapshots, reducing risk, and saving money!

Contact us if you need any help by <u>submitting a request</u>, or chatting with us using the zendesk chat feature found below.

## "What does this integration do?"



### How do you do this?

Once integrated, XBert is authorised for read-only access, i.e. the syncing is one-way. We read the records such as Bank Transactions, Contacts, and Invoices that XBert can analyse to best help you detect errors, anomalies, and business patterns. We never update any of your accounting data and securely store only the information we need to provide you with the relevant XBerts.