



Overview:

In QNE, user can maintain multiple company and use it anytime. Having multiple company in one platform will help the user maintain data easily.

Scenario:

Navigate the list of companies and change the current open database.

Procedure:

1. Go to My Companies.

Option#1: Hover the mouse cursor on the icon located at the bottom of the navigation.



Option#2: Hover the mouse cursor on the name of the user located above the navigation.



Unit 806 Pearl of the Orient Tower, 1240 Roxas Blvd., Ermita Manila, 1000 Philippines Tel. No.: +63 2 567-4248, +63 2 567-4253 Fax No.: +63 2 567-4250 Website: <u>www.qne.com.ph</u> Facebook: <u>https://www.facebook.com/QnEPH</u> Follow our Twitter and Instagram account: @qnesoftwareph



2. Click the My Companies. This will show the list of all companies that the user can access.

Hi James Dee, you're accessing JDT Corp		
Home / My Companies		
My Companies		
Active Companies Sample Companies Deleted Co	ompanies	
+ New Company	BCD Company Status: ACTVE Piar: FRE No. of Users: 1 Billing Cycle: Yearly Billing Subscribed Until: N/A Country: Philippines Owner: testing103@gmail.com	JDT Corp Status: ACTIVE Pin: FREE No. of Users: 1 Billing Cycle: Yearly Billing Subscribed Until: N/A County: Philippines Over: testing101@gmail.com

Application:

Currently the open company is 'JDT Corp'. Click **Open Company** button to access the 'BCD Company'.

/		
Hi James Dee, you're accessing JDT Corp		
Home / My Companies		
My Companies		
Active Companies Sample Companies Deleted Com	mpanies	
	(¹), and a	(T) 197.0
	BCD Company	
	Status: ACTIVE	Status: ACTIVE
	Plan: FREE	Plan: FREE
	No. of Users: 1	No. of Users: 1
+ New Company	Billing Cycle: Yearly Billing	Billing Cycle: Yearly Billing
	Subscribed Until: N/A	Subscribed Until: N/A
	Country: Philippines	Country: Philippines
	Owner: testing103@gmail.com	Owner: testing101@gmail.com
	Open Company	Open Company



After opening the company, the page will reload and will now change the company.

	Hi James Dee, you're accessing BCD Company		
(«)			
	Monthly Sales	 Monthly Overdue 	
	0.00	0.00	
	Increase 100.0% 🔺		
	Today PHP 0.00	Today PHP 0.00	



For further concerns regarding this matter, please contact support to assist you or create ticket thru this link <u>https://support.qne.com.ph</u>

Unit 806 Pearl of the Orient Tower, 1240 Roxas Blvd., Ermita Manila, 1000 Philippines Tel. No.: +63 2 567-4248, +63 2 567-4253 Fax No.: +63 2 567-4250 Website: <u>www.qne.com.ph</u> Facebook: <u>https://www.facebook.com/QnEPH</u> Follow our Twitter and Instagram account: @qnesoftwareph