



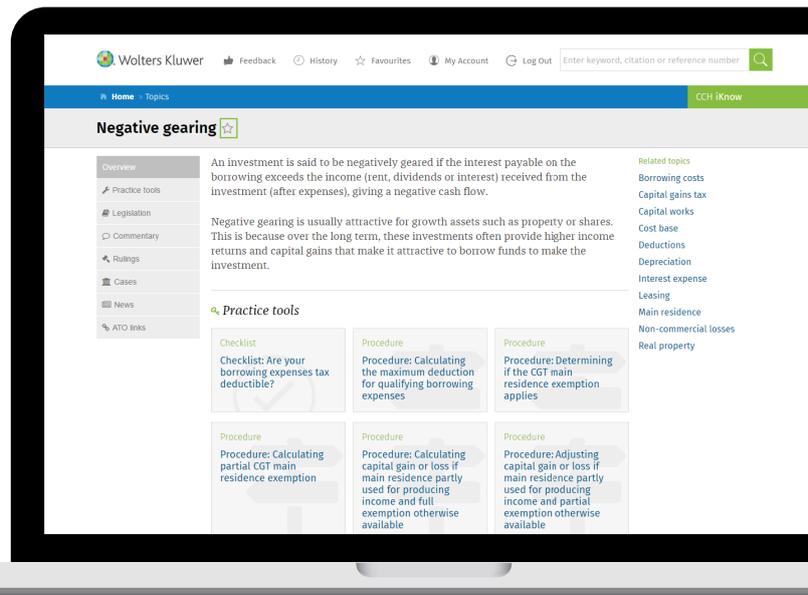
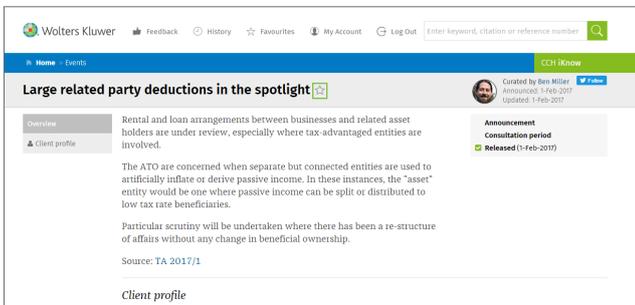
CCH iKnow New Alerting Functionality

Never miss an essential update with the new CCH iKnow & CCH iQ alerting feature

Receive email alerts whenever your favourite topic pages or CCH iQ events are updated with new content and practice tools.

STEP 1: Add the page to your favourites

Select the star button to add a topic or event page to your favourites.



Store as Favourite
✕

Negative gearing

Client/Project

Notes

Get alerted when there are updates

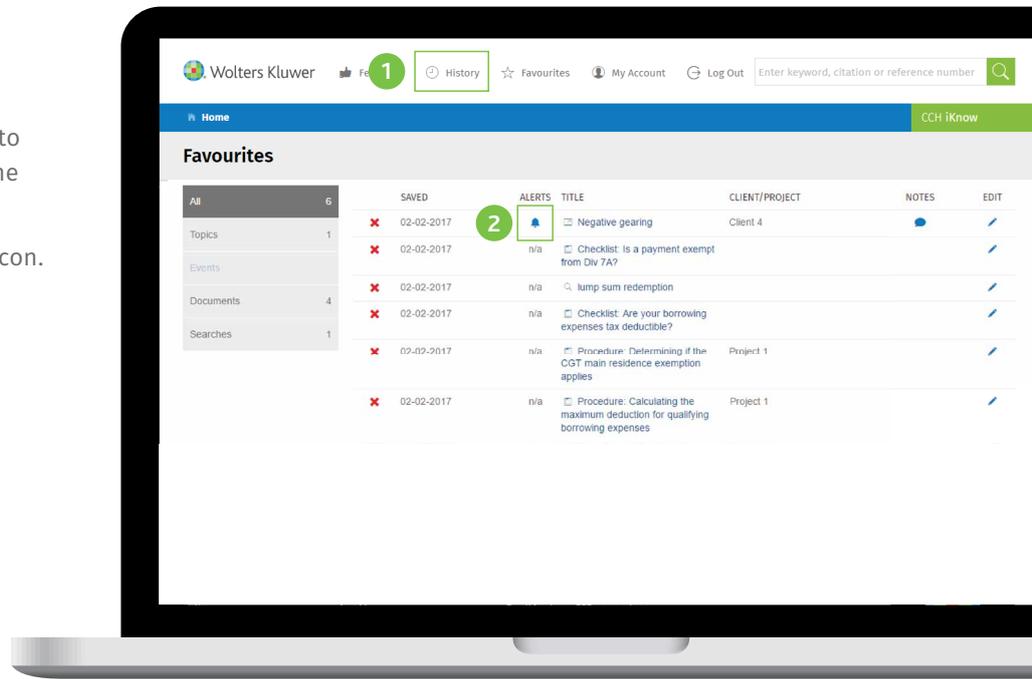
Cancel
Save

STEP 2: Check Get alerted when there are updates

Enter the related client or project, and any notes that are applicable, then **select get alerted when there are updates** and press save. You will then receive an email notification when the page is next updated with new content that you need to be aware of.

STEP 3: View all favourites

- 1 Easily view all your favourites and the email alerts you are registered to receive by selecting **Favourites** in the navigation bar.
- 2 To remove an alert, select the bell icon.



My Account
✕

News updates via email

ON

Delivery frequency: Send emails to:

Alerts updates via email

ON Alerts are updates on items you've saved as Favourites.

Delivery frequency: Send emails to:

Change password

1. Enter current password 2. Enter new password 3. Re-enter new password

STEP 4: Manage your email preferences

Select **My Account** from the navigation bar.

Easily switch all alerts and news updates on or off at the click of a button. You can also select the delivery frequency that suits you and your workflow.

For more information contact your account manager.

For support please contact support@cch.com.au or phone 1300 300 224.

For a complimentary customer training session please email us at custraining@cch.com.au.