Client Portal Sign in (Existing User)

1 Navigate to <u>https://www.augustacpas.com/</u>

2 Click "Client Portal"





4 You will be redirected to *Netlink solutions* webpage to sign in. Click "Sign in with Thomson Reuters Account".

Sign in with Themson Rauters Account OR Don't have a Thomson Reuters Account, or need to upgrade another set of credentials Upgrade my NetStaff CS or NetClient CS login	ANDERSON, ADKINS COMPANY CERTIFIED PUBLIC ACCOUNTANTS Relationships Are Our Assets. Our most important assets are you.
OR Don't have a Thomson Reuters Account, or need to upgrade another set of credentials	Sign in with Themson Reuters Account
Don't have a Thomson Reuters Account, or need to upgrade another set of credentials	OR
Upgrade my NetStaff CS or NetClient CS login	on't have a Thomson Reuters Account, or need to ograde another set of credentials
	Upgrade my NetStaff CS or NetClient CS login

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Alert! If you have not received a registration email to set up a portal account, please contact our firm. ONLY choose this sign in option if you have already gone through the steps of setting up and creating your account.

Alert! If this is your first-time logging into your account since the *Thomson Reuters* migration- Please refer to our instruction, "Upgrade NetStaff CS or NetClient CS login for Portal".

5 You will be prompted to enter the email address associated with your account, then Click "Sign In".

	THOMSON REUTERS*
	Sign in to NetStaff CS or NetClient CS
\rightarrow	Email* test@augustacpas.com
	Sign in

6 Enter the password associated with your account and Click "Sign In".

	Sign in to NetS NetClien	Staff CS t CS	or
	test@augustacpas.com		Edit
>	- Password*	B	(
	Reset your password		
	Sign ir	1	

7 You will be prompted to authenticate your account using the multifactor authentication method (MFA) that was set up when creating your account.

	THOMSON REUTERS*
	Verify Your Identity
	We've sent a text message to:
	XXXXXXXX6713
	Enter the 6-digit code"
\rightarrow	567978
	Continue
	Didn't receive a code? Resend or get a call
	Try another method



Alert! For the purpose of these instructions, we have used "phone" as our MFA method.

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You are now signed in to your portal account.

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III Home 🗨 Messages			👖 Test User 🕜 Help
NetClient CS Documents ClientFlow	V None Up		Find:Showing 2 of 2
	Client Name 🔺	Client Number	
	CLIENT FOLDER EXAMPLE 1	TEST	•
	CLIENT FOLDER EXAMPLE 2	TEST2	



Tip! View the "Navigating your Client Portal" instructions to learn how to use your portal.