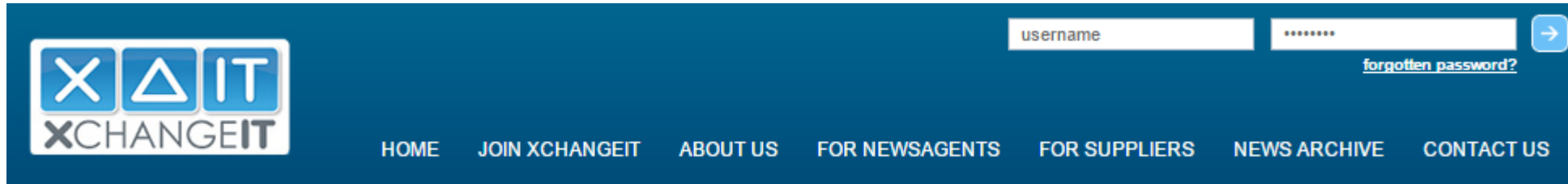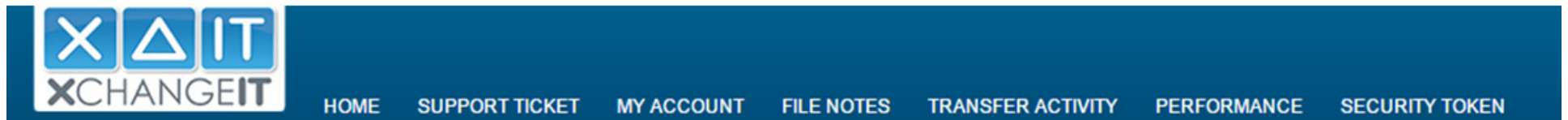If you ever need to **reset your security token**, you are now able to do it in one easy step. The instructions are below:

1. Login to the XchangeIT website http://www.xchangeit.com.au with your username and password.

2. Select "SECURITY TOKEN"

3. On the next screen, you are able to download the XchangeIT program, and reset your security token and have it sent to a specific email address.

Security Token

Store Name: 1002-TestStore

Download Client (You must install the Newsagent Client on your in-store PC.)

Folder Structure

SourceIn:	C:\EDI\Source\In
SourceOut:	C:\EDI\Source\Out
Archive:	C:\EDI\archive
Unsent:	C:\EDI\unsent

UPDATE

Secutity Token

Click the "Reset Security Token" button to receive a new token for your store. You can change the email address the token is sent to. Your primary email address will remain unchanged.

RESET SECURITY TOKEN

THIS SHOULD ONLY BE DONE IF YOU ARE ABSOLUTELY SURE THAT YOU NEED TO **REINSTALL OR RESET** THE XCHANGEIT NEWSAGENT CLIENT. Please allow up to 30 minutes for the program to initialise before receiving OR resending files to the Distributors.

If you have any queries, please contact us on 1300.551.212 (option 1) OR send an email to support@xchangeit.com.au

Thank you.

XchangeIT Team