

As your accounting firm, we're pleased to have earned your trust and confidence. We understand the value you place on your security and privacy and we value them as much as you do. We offer this online service with your needs – for readily accessible, secure information – in mind.

Login to your portal at www.therdgroup.com

Your login is your email address. Your password is: rdg + last 4 of SS# or Federal ID #, for Ex. rdg1289

- **NOTE: The Resnick Druckman Group recommends that you change your password for additional security. Once logged in you may change your password by clicking on the My Account link on the top right.**

Follow these steps to upload a file to your portal:

Step 1 - Click on the File Exchange link to the right of the picture of the sheet of paper.


Welcome to NetClient CS, My Account Sign

Home << **Dashboard** Wednesday, August

Action

- Dashboard
- My Account

Document Management

 **File Exchange** Click on the File Exchange link to the left
0 new files.

Step 2 - Click on the yellow folder with your (or your company's) name

Welcome to NetClient CS, My Account Sign

Document Management << **File Exchange**

Action

- Dashboard
- File Exchange**

  
Home Up Remove



Name	Size	Date Modified
 Modern Click on the yellow folder to the left		6/17/2010 10:01 AM

Step 3 - Click on the Select Files button to choose the file, then click on Upload to begin the transfer

The screenshot displays the NetClient CS interface for The Resnick Druckman Group LLC. The header includes the company logo and contact information: "The Resnick Druckman Group LLC, 469 Seventh Avenue, Suite 1300, New York, NY 10018-7617". The main navigation bar shows "Document Management" and "File Exchange". The "File Exchange" section contains icons for "Home", "Up", "Remove", and "Upload". A large empty box is present for file uploads. Below this box are "Select Files" and "Upload" buttons. A tooltip is visible over the "Select Files" button, containing the text: "Click the Select Files button to choose the file to upload. Click the Upload button to start the transfer". At the bottom, a table header is visible with columns for "Name", "Size", and "Date Modified".

Follow these steps to download a file to your computer:

Follow steps 1 through 3 as above then click on the name of the file. You will be asked where to save the file on your computer. Choosing My Documents or Desktop will make it easier to locate the file after the download completes.