

**Contact Us**

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**PRINCE PARKER & ASSOCIATES, INC.**

**Navigate**

Client Account Access

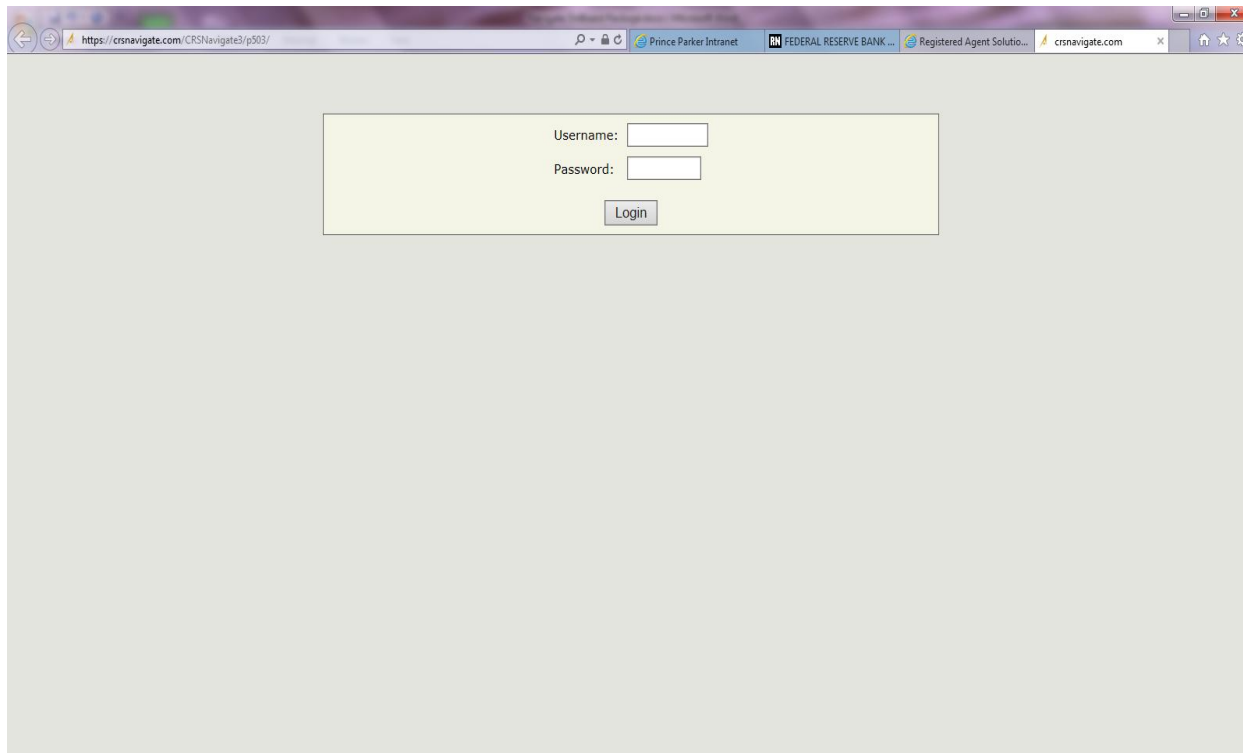


# WELCOME TO NAVIGATE

- Navigate offers the ability to manage and view your accounts through a user friendly, secure website. You can upload accounts, view accounts, upload payments, generate and view reports.
- We are excited to offer this new product to our clients as it presents a more efficient method to submit your new accounts and account payments to Prince Parker for processing.

# ADMIN LOGIN

- At your request, a Navigate account can be created for your company and a user name and password will be provided to you.
- Log on to the Navigate website:  
<https://crsnavigate.com/CRSNavigate3/p503/>

A screenshot of a web browser window showing the login page for CRS Navigate. The browser's address bar displays the URL "https://crsnavigate.com/CRSNavigate3/p503/". The page features a light gray background with a central yellow rectangular box containing the login form. The form includes two input fields: "Username:" and "Password:", each followed by a text box. Below these fields is a "Login" button. The browser's tab bar shows several open tabs, including "Prince Parker Intranet", "FEDERAL RESERVE BANK", "Registered Agent Solutio...", and "crsnavigate.com".

Username:

Password:

Login

# UPLOAD ACCOUNTS

- Input as much info as needed into the Upload Accounts section.

The screenshot shows a web browser window with the URL <https://crsnavigate.com/CRSNavigate3/p503/>. The browser's address bar also displays "Case: 00279137 ~ FICO Produc...". The page features a sidebar on the left with navigation buttons: Search, Results, Generate Reports, View Reports, Upload Accounts (highlighted), Upload Payments, System Monitor, Change Password, and Logoff. Below these buttons are links for Action Codes, Result Codes, Memo Codes, Status Codes, and Payment Codes, followed by the "Powered by CR Software" logo.

The main content area is titled "Upload Accounts" and contains two sections. The top section, "Select a File to Upload", includes a text input field and "Browse..." and "Upload File" buttons. The bottom section, also titled "Upload Accounts", contains the instruction "Click on the button labels for information on the Upload Field." and an "Open the Copy Widget" button. Below this is a form with the following fields:

|              |                 |
|--------------|-----------------|
| Last Name    | Doe             |
| First Name   | Jane            |
| Business     |                 |
| Address 1    | 123 Main Street |
| Address 2    |                 |
| Address 3    |                 |
| City         | Charlotte       |
| State        | NC              |
| Zip          | 28226           |
| SSN          |                 |
| Home Phone   | 555-555-5555    |
| Work Phone   |                 |
| Mobile Phone |                 |
| Employer     |                 |
| Birth Day    |                 |
| Client Code  | 7545-1          |

# UPLOAD ACCOUNTS CONTINUED

- When you've completed your account input, click Submit at the bottom of the screen. You will see the account that was uploaded in the Pending Uploads sections as well as a Total Balance in the Placement Summary.

The screenshot displays the CRSNavigate32 web application interface. On the left is a sidebar with navigation buttons: Search, Results, Generate Reports, View Reports, Upload Accounts, Upload Payments, System Monitor, Change Password, and Logoff. Below these are links for Action Codes, Result Codes, Memo Codes, Status Codes, and Payment Codes, along with the 'Powered by CR Software' logo.

The main content area features a form for entering account details with fields for Co Employer, Co SSN, Co Birth Day, Co Commercial, and Co Email, followed by Submit and Clear buttons. Below this is the 'Pending Uploads' section, which contains a table with one entry:

| Acct | Name Last, First | Acct #  | Client | Original Amount | Total Balance |   |
|------|------------------|---------|--------|-----------------|---------------|---|
| 1    | Doe, Jane        | 5554423 | 7545-1 | 0.00            | 50.00         | <a href="#">Edit</a> <a href="#">Delete</a> |

Below the table are 'Commit' and 'Delete All' buttons.

At the bottom is the 'Placement Summary' section, which includes a table:

| Amount Type      | Total |
|------------------|-------|
| Original Balance | 0     |
| Current Balance  | 50    |
| Costs            | 0     |
| Interest Amount  | 0     |
| Coll Charge      | 0     |
| Other Amount     | 0     |
| Total Balance    | 50    |

Below the table, it states 'Original Balance not in Total'. The browser's address bar shows the URL: <https://crsnavigate.com/CRSNavigate32/php/account-upload.php>.

# UPLOAD ACCOUNTS CONTINUED

- After you have input and uploaded all of your accounts, you will review the accounts in the Pending Uploads section and click “Commit” if you are ready to finalize the upload.

The screenshot shows a web browser window with the URL <https://crsnavigate.com/CRSNavigate32/p503/>. The page has a sidebar on the left with buttons: Open Quick Search Box, Search, Results, Generate Reports, View Reports, Upload Accounts, Upload Payments, System Monitor, Change Password, and Logoff. The main content area has a top section with 'Submit' and 'Clear' buttons. Below this is the 'Pending Uploads' section, which contains a table with the following data:

| Acct | Name Last, First | Acct #  | Client | Original Amount | Total Balance |      |        |
|------|------------------|---------|--------|-----------------|---------------|------|--------|
| 1    | Doe, Jane        | 5554433 | 7545-1 | 0.00            | \$0.00        | Edit | Delete |

Below the table are 'Commit' and 'Delete All' buttons. At the bottom right is a 'Placement Summary' table:

| Amount Type      | Total |
|------------------|-------|
| Original Balance | 0     |
| Current Balance  | 50    |
| Costs            | 0     |
| Interest Amount  | 0     |
| Coll Charge      | 0     |
| Other Amount     | 0     |
| Total Balance    | 50    |

Below the summary table is the text 'Original Balance not in Total'.

# UPLOAD ACCOUNTS CONTINUED

- After you've submitted your accounts, you will receive a confirmation email (if contact email address is provided) noting that we have received the account information.

“Thank you for your submission. We have received your files.”

# UPLOAD PAYMENTS

- Input all account information, then make sure to click submit at the bottom of the page.

The screenshot displays the CRS Navigate3 web application interface. The browser address bar shows the URL <https://crsnavigate.com/CRSNavigate3/p503/>. The page title is "Case: 00279137 ~ FICO Produc...". The application has a sidebar on the left with the following buttons: "Search", "Results", "Generate Reports", "View Reports", "Upload Accounts", "Upload Payments", "System Monitor", "Change Password", and "Logoff". The main content area is titled "Upload Payments" and contains a message: "Click on the button labels for information on the Upload Field." with a button labeled "Open the Copy Widget". Below this message is a form with the following fields:

|                |                        |
|----------------|------------------------|
| Payment Code   | 26                     |
| Payment Amount | 50.00                  |
| First Name     | Jane                   |
| Last Name      | Doe                    |
| Client Code    | (TEST1 -3) TEST CLIENT |
| Account No     | 5554433                |
| Address 2      |                        |
| City           |                        |
| State          |                        |
| Zip            |                        |
| SSN            |                        |
| Payment Date   |                        |
| Address 1      |                        |

At the bottom of the form, there is a "Modify" button.



# UPLOAD PAYMENTS CONTINUED

- After you've submitted your payments, you will receive a confirmation email (if contact email address is provided) noting that we have received the account information.

“Thank you for your submission. We have received your files.”

# VIEW ACCOUNTS

- Input your search criteria to search for a specific account.

The screenshot displays the CRS Navigate web application interface. The browser address bar shows the URL <https://crsnavigate.com/CRSNavigate3/p503/>. The page features a left-hand navigation menu with buttons for Search, Results, Generate Reports, View Reports, Upload Accounts, Upload Payments, System Monitor, Change Password, and Logoff. The main content area contains a "Debtor Search" form with the following fields: CRS Reference/Master #, Name (Last [, First]), Detail Account #, Address, Home Phone, Work Phone, Soc Sec No, Employer, and Regarding. Below the fields are "Search" and "Clear Fields" buttons. A note at the bottom of the form states: "Only one field may be used for a search."

Open Quick Search Box

Search

Results

Generate Reports

View Reports

Upload Accounts

Upload Payments

System Monitor

Change Password

Logoff

Debtor Search

CRS Reference/Master #

Name (Last [, First]):

Detail Account #:

Address:

Home Phone:

Work Phone:

Soc Sec No:

Employer:

Regarding:

Search

Clear Fields

Only one field may be used for a search.

Action Codes Result Codes

# GENERATE REPORTS

- Click the arrow on the reports dropdown menu to select the report of interest. Report examples: History, Detail, Collection Summary, Return List, etc.

The screenshot shows a web browser window with the URL <https://crsnavigate.com/CRSNavigate3/p503/>. The browser tab is titled "Case: 00279137 ~ FICO Produc...". The application interface features a left sidebar with a search bar and several buttons: Search, Results, Generate Reports, View Reports, Upload Accounts, Upload Payments, System Monitor, Change Password, and Logoff. The main content area displays a "Generate Reports" form with the instruction "Select the report, client and datapath to generate". The form contains two dropdown menus: the first is set to "Detail.pdf" and the second is set to "TEST CLIENT (TEST1 -3)". A "Generate" button is located to the right of the second dropdown. Below the dropdowns is a link labeled "Show Client Code First". At the bottom of the sidebar, there are links for "Action Codes" and "Result Codes".

# CONTACT US

- Contact us today if you'd like more information or to request a live demo.

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