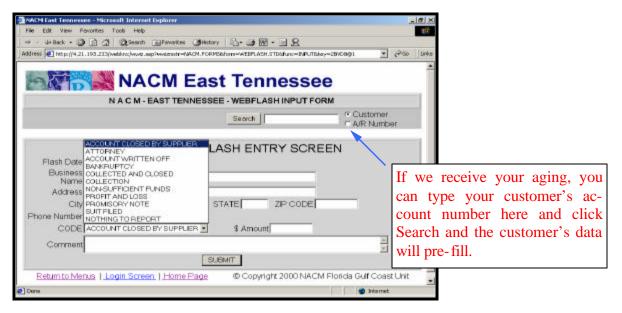


## FLASH INFORMATION ENTRY & RETRIEVAL VIA-THE-WEB

## From NACM East Tennessee

Members can submit their "Flash" information directly through your web browser! Connect to our website at *www.nacmet.org*, click on the Member Login button and then enter your password.

To send standard Flash information to us...click on Flash Submittal under the <u>Group Functions</u> heading. The Flash Entry Screen will be displayed. Enter your information (use the pull-down menu to select the correct Flash Code), and click on the SUBMIT button to immediately transfer the data to us. Flash information can be submitted at any time.



To retrieve Flash Reports...click on the report under the <u>Downloads</u> heading. Flash files use the standard "RTF" format, and can be viewed or downloaded by any browser. You can open or save the file, and then print it using your browser's print function. Files are updated and are available based upon your group's standard schedule.

