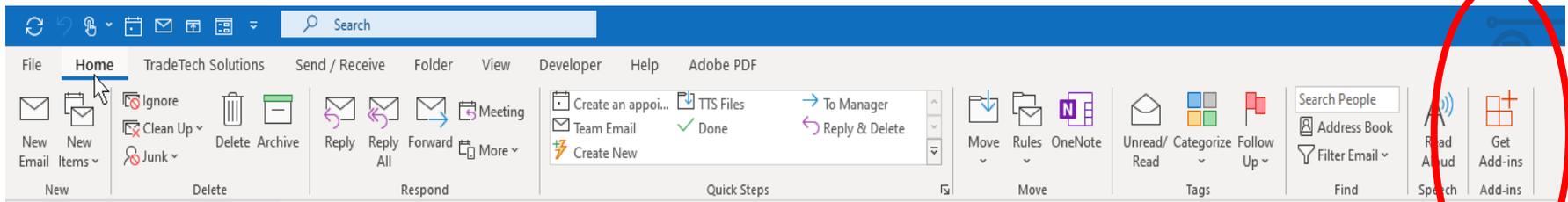


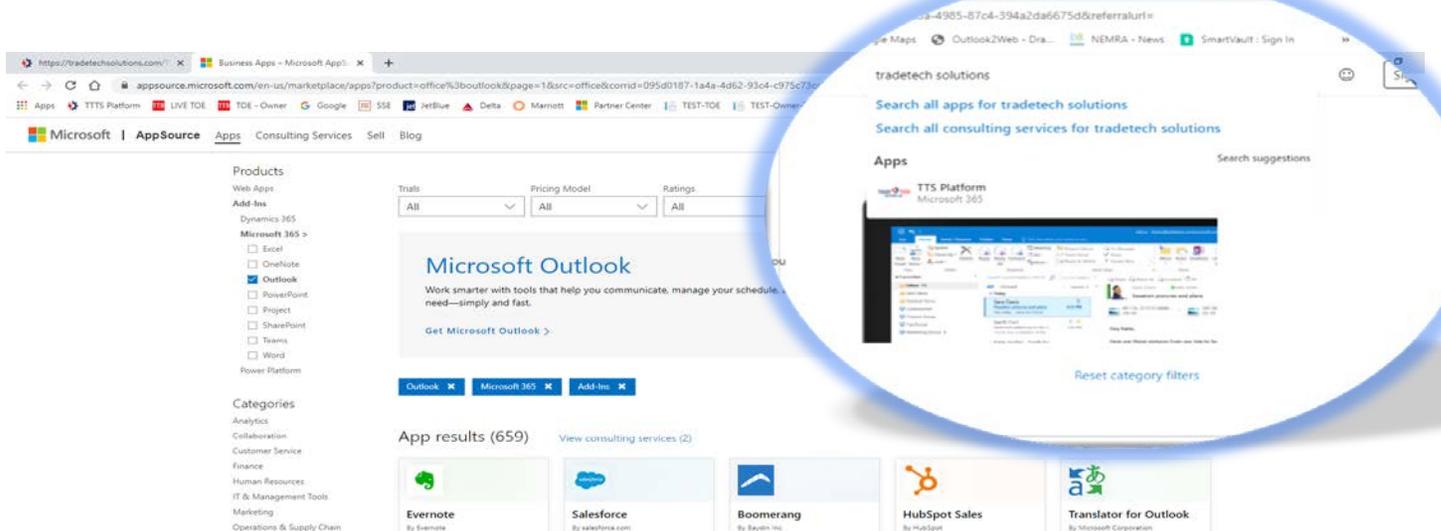


Microsoft Outlook TTS Platform Addin

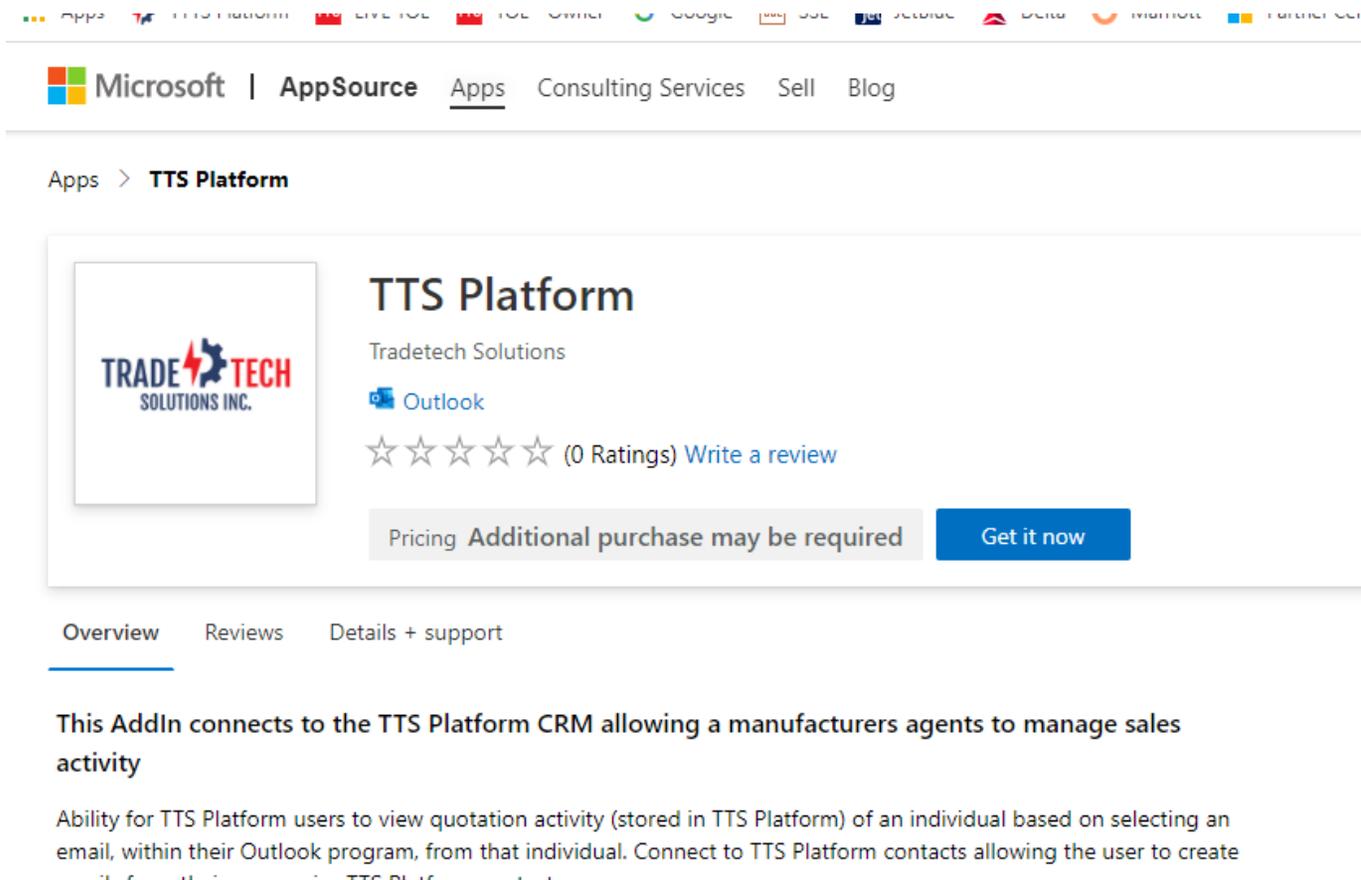
1) Open your MS Outlook program. From the “Home” tab select “Get Add-ins”



2) You will be brought to the Microsoft AppSource. In the “Search” bar enter ‘*tradetech solutions*’.
a. Select “TTS Platform”



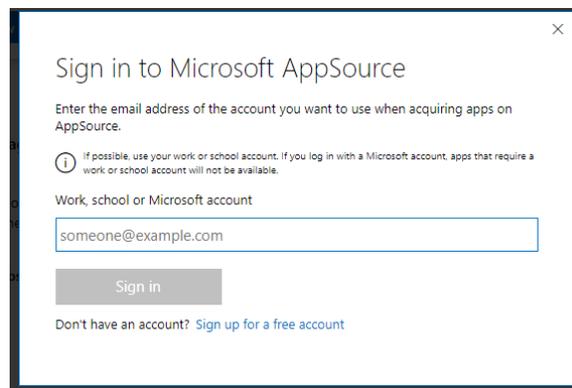
3) Select "Get it Now"



The screenshot shows the Microsoft AppSource interface for the 'TTS Platform' app. At the top, there is a navigation bar with the Microsoft logo and links for 'AppSource', 'Apps', 'Consulting Services', 'Sell', and 'Blog'. Below the navigation bar, the breadcrumb 'Apps > TTS Platform' is visible. The main content area features the app's logo, 'TRADE TECH SOLUTIONS INC.', and the title 'TTS Platform' by 'Tradetech Solutions'. It indicates the app is available for 'Outlook' and shows a rating of 0 stars with a 'Write a review' link. A pricing section states 'Additional purchase may be required' and includes a 'Get it now' button. Below the app card, there are tabs for 'Overview', 'Reviews', and 'Details + support'. The 'Overview' tab is selected, showing a description: 'This AddIn connects to the TTS Platform CRM allowing a manufacturers agents to manage sales activity'. Below the description, it explains the app's functionality: 'Ability for TTS Platform users to view quotation activity (stored in TTS Platform) of an individual based on selecting an email, within their Outlook program, from that individual. Connect to TTS Platform contacts allowing the user to create...'.

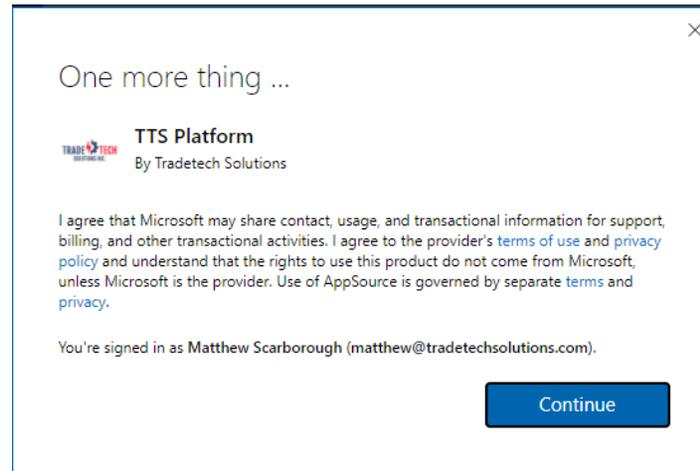
4) You will need to sign into your Microsoft AppSource account

- a. You may need to inquire with your IT Department

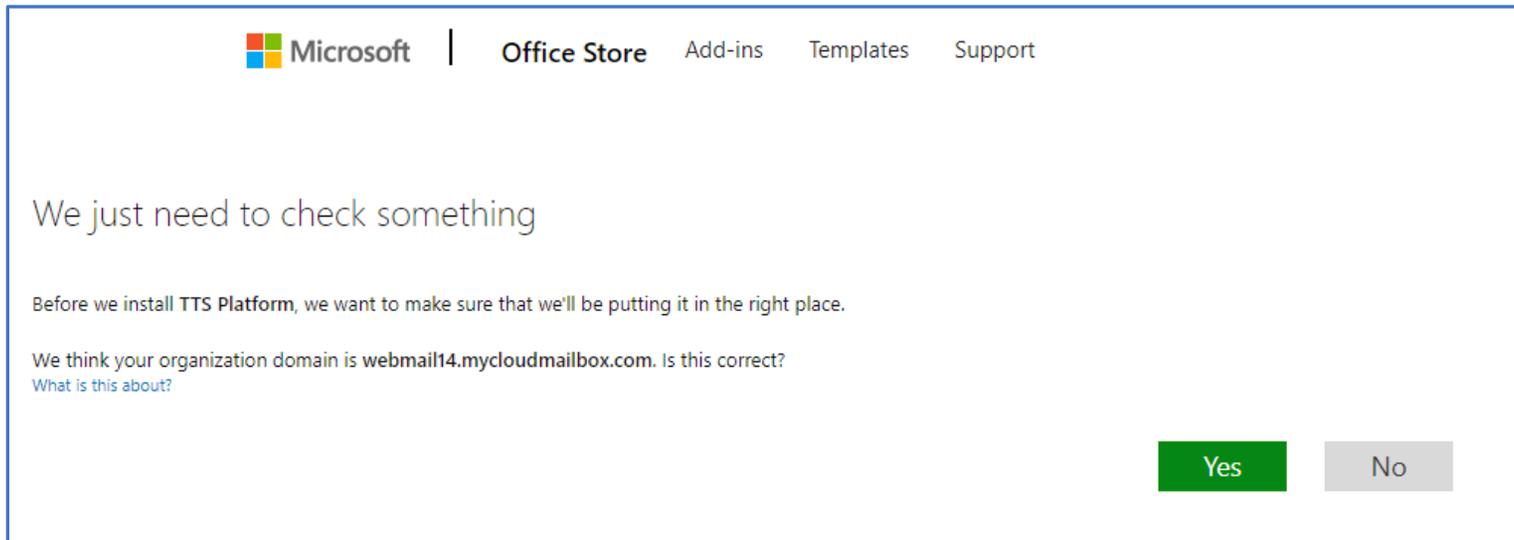


The screenshot shows a 'Sign in to Microsoft AppSource' dialog box. It prompts the user to 'Enter the email address of the account you want to use when acquiring apps on AppSource.' A note below the prompt states: 'If possible, use your work or school account. If you log in with a Microsoft account, apps that require a work or school account will not be available.' The input field is labeled 'Work, school or Microsoft account' and contains the email address 'someone@example.com'. Below the input field is a 'Sign in' button. At the bottom, there is a link: 'Don't have an account? Sign up for a free account'.

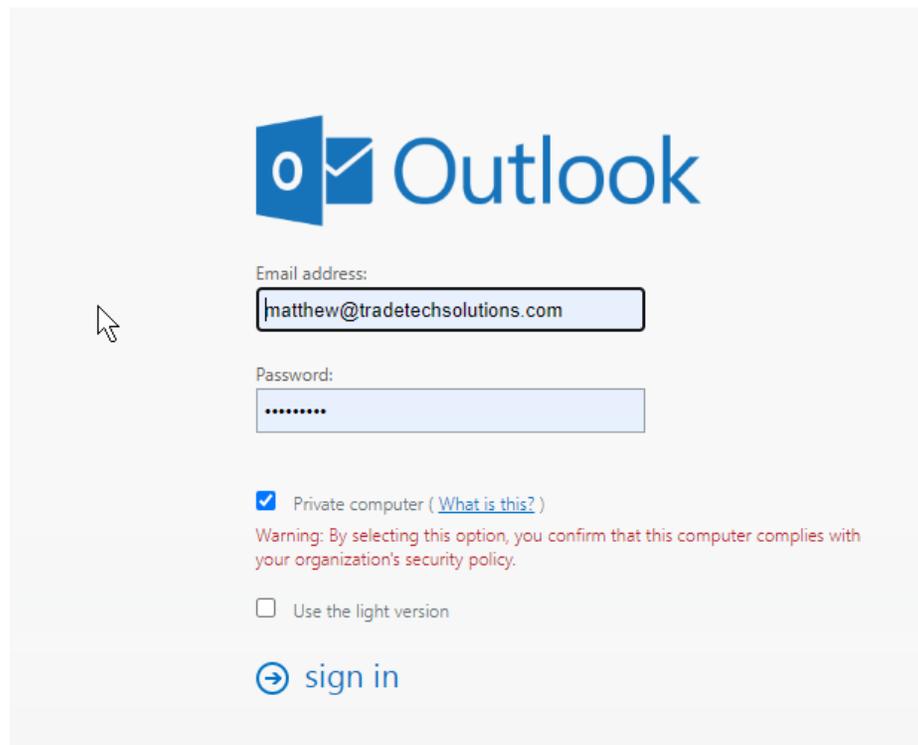
5) Agree to the terms and conditions



6) Verify the organization domain (select "yes")



7) You may have to verify your user account one more time



The image shows the Outlook login interface. At the top is the Outlook logo. Below it, there are two input fields: 'Email address:' containing 'matthew@tradetechsolutions.com' and 'Password:' with masked characters. There are two checkboxes: 'Private computer (What is this?)' which is checked, and 'Use the light version' which is unchecked. A red warning message is displayed below the first checkbox. At the bottom, there is a 'sign in' button with a circular arrow icon.

Outlook

Email address:
matthew@tradetechsolutions.com

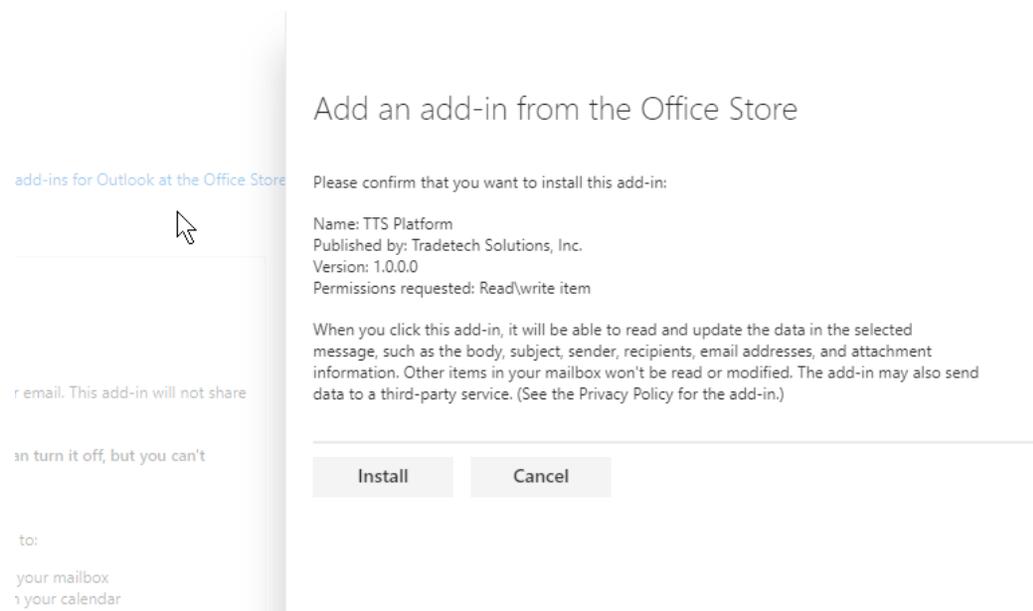
Password:
.....

Private computer ([What is this?](#))
Warning: By selecting this option, you confirm that this computer complies with your organization's security policy.

Use the light version

[sign in](#)

8) You will be asked to 'Install' in your Microsoft Outlook. Select Install



The image shows a dialog box for installing an add-in from the Office Store. The title is 'Add an add-in from the Office Store'. The main text asks for confirmation to install the add-in. The add-in details are: Name: TTS Platform, Published by: Tradetech Solutions, Inc., Version: 1.0.0.0, and Permissions requested: Read/write item. A warning message explains that the add-in can read and update data in selected messages and may send data to a third-party service. At the bottom, there are 'Install' and 'Cancel' buttons.

add-ins for Outlook at the Office Store

Add an add-in from the Office Store

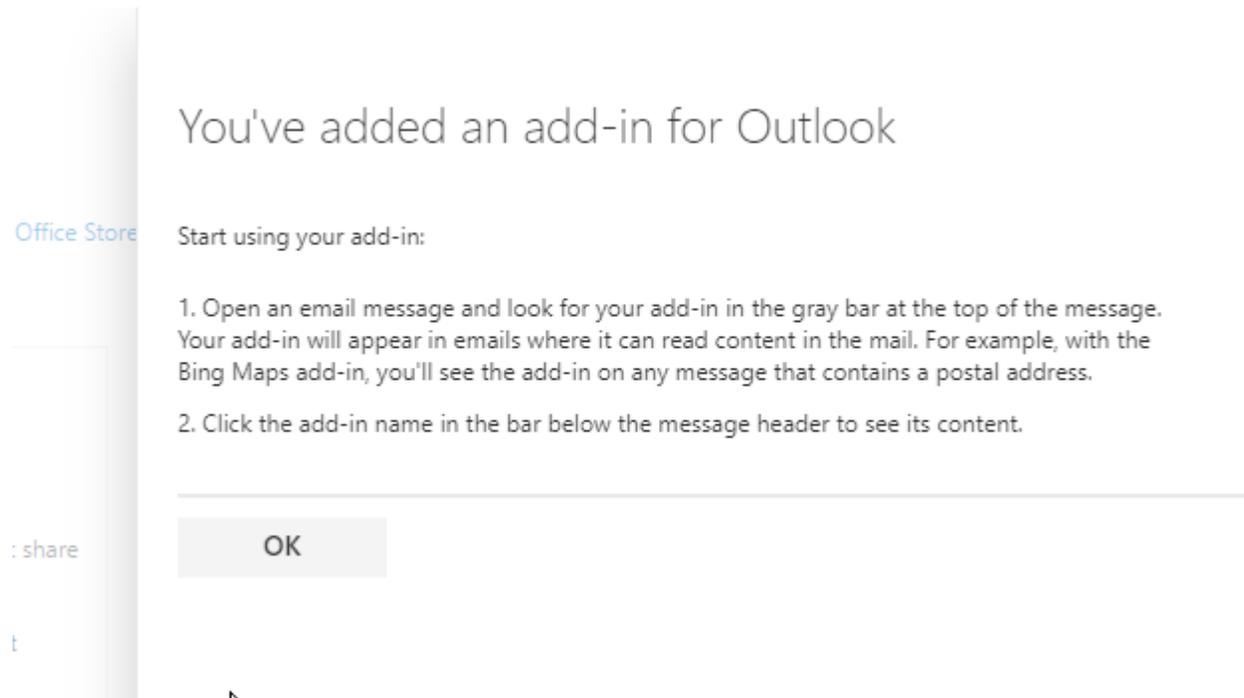
Please confirm that you want to install this add-in:

Name: TTS Platform
Published by: Tradetech Solutions, Inc.
Version: 1.0.0.0
Permissions requested: Read/write item

When you click this add-in, it will be able to read and update the data in the selected message, such as the body, subject, sender, recipients, email addresses, and attachment information. Other items in your mailbox won't be read or modified. The add-in may also send data to a third-party service. (See the Privacy Policy for the add-in.)

Install Cancel

9) Finally, you can select “Ok”



10) On your Home tab you will now see TTS logo buttons

a. See TTS Platform Microsoft Outlook usage for instructions

