

How to setup Sage Timeslips eCenter


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Summary

- Setting up Sage Timeslips eCenter

Resolution

******You must have port 4001 open in your firewall to allow the eCenter transfer utility to communicate and access Sage resources******



1. Go to www.SageTimeslipseCenter.com (<http://www.sagetimeslipsecenter.com/>).
2. Login to Sage Timeslips eCenter using the username and password provided in the welcome email
3. Follow the instructions to change your password
4. Open Sage Timeslips
5. Navigate to **Special, eCenter, Transfer Data** or by clicking the **eCenter Icon** () on the main menu bar
6. Enter your eCenter administrator credentials (the username and new password created in Step 3) and click **Test Connection**. This will validate your account.
7. Click **OK**
8. A dialog box asking "Do you want to run the eCenter transfer now?" will appear, click **Yes**
9. A Progress dialog will appear and your Timeslips Database will sync with your eCenter database and a dialog box asking "This database has not yet been set up for use with eCenter. Select the names you want to include in transfers." will appear, click **OK**.
10. Select the names of the Clients, Tasks and Expenses to be transferred to eCenter, click **OK**.
11. Transfer complete dialog box will display, click **OK**.

Need help?

Chat to one of our Sage Ambassadors now

Chat now (<https://webcomponentv2.nega.sage.com/?country=US&product=SAGE&subProduct=TIMESLIPS&language=EN>)

Did this help?

 views  voted
yes

Keywords:

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Applies to: From Sage products > Upgrade