Shortcuts

Filter

Click funnel to the right of the column heading you wish to filter results by. Sort as you wish by completing the fields in the box that appears and click "Filter" to sort results:

Sort by Column Header

Click on a column header to sort information according to this category items will sort in ascending order after clicking once (up arrow next to the header title),

descending order after clicking a second time (down arrow next to the header title), and will unsort by this category after clicking three times.

Search

The search box in alarmbilller is located at the top of the screen. Choose a search category from the dropdown box to the left of the search box. begin typing the name or ID number in the white search box and select the item when it

appears in the dropdown below. This will take you to the Details Page for this item.

Access Home Page

Access the AlarmBiller home page by clicking your company's logo in the upper left corner of the page. You can also do this by clicking the home icon on the top of the page.

Hyperlinks

Any text in blue is a hyperlink leading to further information on the item.

Tracking History

You can view the complete history of edits made in a customer manager page or any details pages by clicking the circular arrow icon to the left of the page title.

Tracking History will appear with a description of the actions taken, which users performed them, and the date and

time the changes occured.

	Action	Message	User	Created
	Tracking History for Matt Grossman - 1028			✕
▸	Update	Customer #1028 was Updated	Savani, Barbie	7/7/2016 4:33:50 PM
▸	Update	Customer #1028 was Updated	Savani, Barbie	7/7/2016 1:37:49 PM
▸	Message	Invoice #10990 Deleted	Savani, Barbie	6/29/2016 11:33:32 AM
▸	Update	Customer #1028 was Updated	Savani, Barbie	6/29/2016 11:32:54 AM
▸	Update	Customer #1028 was Updated	Solomon, Brad	6/28/2016 12:10:29 PM
▸	Message	Customer #1028 statement was mailed.	Savani, Barbie	5/23/2016 3:52:50 PM
▸	Update	Customer #1028 was Updated	Solomon, Brad	5/23/2016 1:49:10 PM
▸	Message	Customer #1028 statement was printed.	Solomon, Brad	5/23/2016 1:49:10 PM
▸	Message	Customer #1028 statement was printed.	Solomon, Brad	5/18/2016 8:46:52 AM
▸	Update	Customer #1028 was Updated	Solomon, Brad	5/18/2016 8:46:07 AM

⏮ ◀ **1** 2 3 4 ▶ ⏭   1 - 10 of 33 items ↻

Click the arrow to the left of a tracking entry to view more detailed information.

	Update	Customer #1028 was Updated		Solomon, Brad		6/28/2016 12:10:29 PM
	Action	Description		Old Value	New Value	
	Update	Invoice Method		Email	Print	
	Update	Email		"brads@PERENNIAL...		

Edit User Account

Click your name at the top of the page to access a shortcut to editing your user account. Edit fields (hyperlink to setup user fields) and click "Save" in the upper right corner to update changes. Click"Change Password" in the upper right corner of the screen to change your AlarmBiller user password.

Logout

Click "Logout" in the upper right corner of the screen to log out of your AlarmBiller account.

ABC Company

🏠   👤 Barbie   ✪ Support Center   💼ab AlarmBiller   ➡ Logout

Customers ▾   Customer Search: name - cust #   🔍

Customers | Invoices | Payments | RMR | Work Orders | Proposals | Calendar | GL | Reports | Setup | Accounting ▾