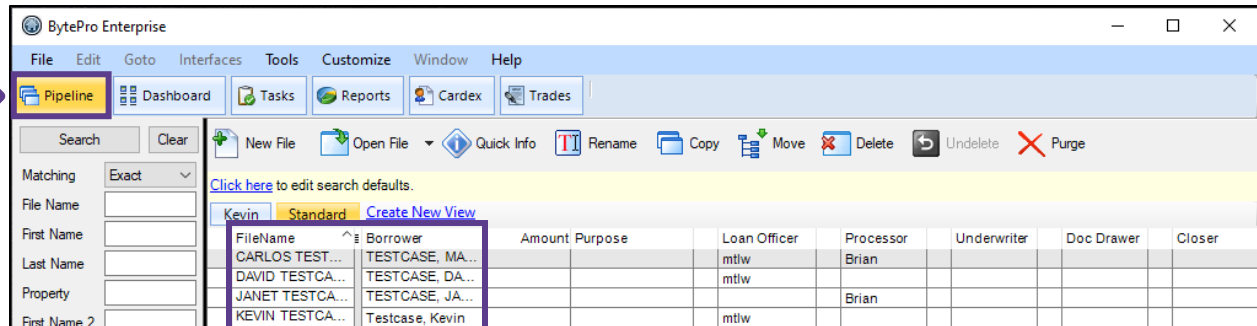
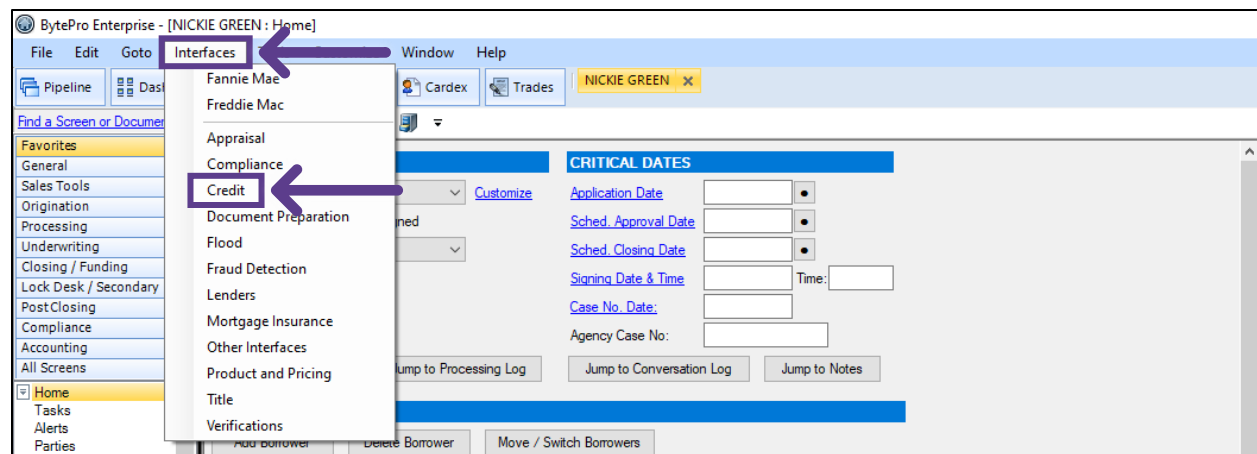


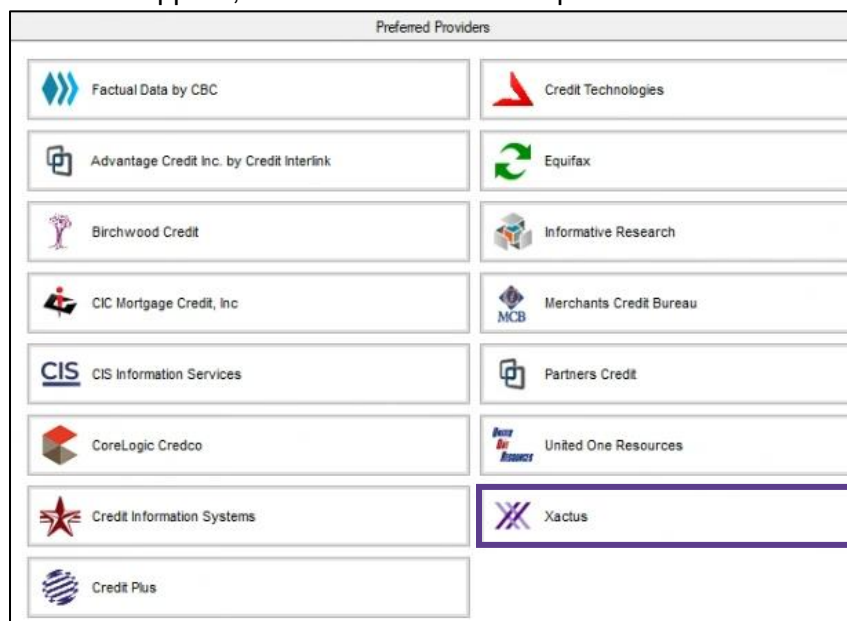
1. Start by logging in and opening the borrowers loan file from the Pipeline.



2. Then, click the Interfaces dropdown and select Credit.



3. A list of providers will appear, double click Xactus to open the order screen.



4. Enter your user ID and password by clicking Xactus Defaults.

The Xactus application window displays the following information:

- Provider:** Xactus Support (800) 243-0120
- Order:** Request Type: Submit, Report Type: Merge
- Reference No:** [Empty field]
- Lender Case No:** [Empty field]
- Alt. Case No:** [Empty field]
- Default Bureaus:** Equifax, Experian, TransUnion (all checked)
- Pay with Credit Card:** [Unchecked]
- Xactus Defaults:** [Link highlighted with a purple box and an arrow pointing to it]
- Submit, View, Import Debts:** [Buttons]
- Borrower:** Name: NICKIE GREEN, Street: 100 TERRACE AV, City, State, Zip: WEST HAVEN CT 06516, Social Security No: 123-00-3333, DOB: 01/01/1999, Age: 25, Marital Status: [Empty dropdown], EFX PIN: [Empty field], TRU PIN: [Empty field]
- Coborrower:** Name: [Empty field], Street: [Empty field], City, State, Zip: [Empty field], Social Security No: [Empty field], DOB: [Empty field], Age: 24, Marital Status: [Empty dropdown], EFX PIN: [Empty field], TRU PIN: [Empty field]
- Close:** [Button]

5. Once the username, password, and default report type are entered, click OK.

The Defaults dialog box contains the following information:

- User Name:** xactus.demo
- Password:** [Masked with dots]
- Default Report Type:** Merge
- OK:** [Button highlighted with a purple box and an arrow pointing to it]

6. Then, make the selections for the report needed.

Request Type:

- Submit – Orders a new credit report.
- Upgrade – Add bureaus to an existing file, add a co-borrower to an existing file

Report Type: Merge, RMCR

Check the box next to the bureaus needed and when complete, click Submit.

Provider
[Xactus Support](#)
(800) 243-0120

Order
Request Type: **Submit**
Report Type: **Merge**

Reference No.
Lender Case No.
Alt. Case No.

[Default Bureaus](#)
☒ Equifax
☒ Experian
☒ TransUnion

☐ Pay with Credit Card

[Xactus Defaults](#)
Submit View Import Debts

Borrower
Name: NICKIE GREEN
Street: 100 TERRACE AV
City, State, Zip: WEST HAVEN CT 06516
Social Security No: 123-00-3333 DOB: 01/01/1999 Age: 25
Marital Status:
EFX PIN: TRU PIN:

Coborrower
Name:
Street:
City, State, Zip:
Social Security No: DOB: Age: 24
Marital Status:
EFX PIN: TRU PIN:

Close

7. A message will appear indicating the report has downloaded successfully. Click Yes to view the report.

BytePro Enterprise

Report downloaded successfully. Would you like to view it now?

Yes No

PLEASE LET US KNOW IF YOU HAVE ANY QUESTIONS OR CONCERNS AND WE WILL BE HAPPY TO HELP.