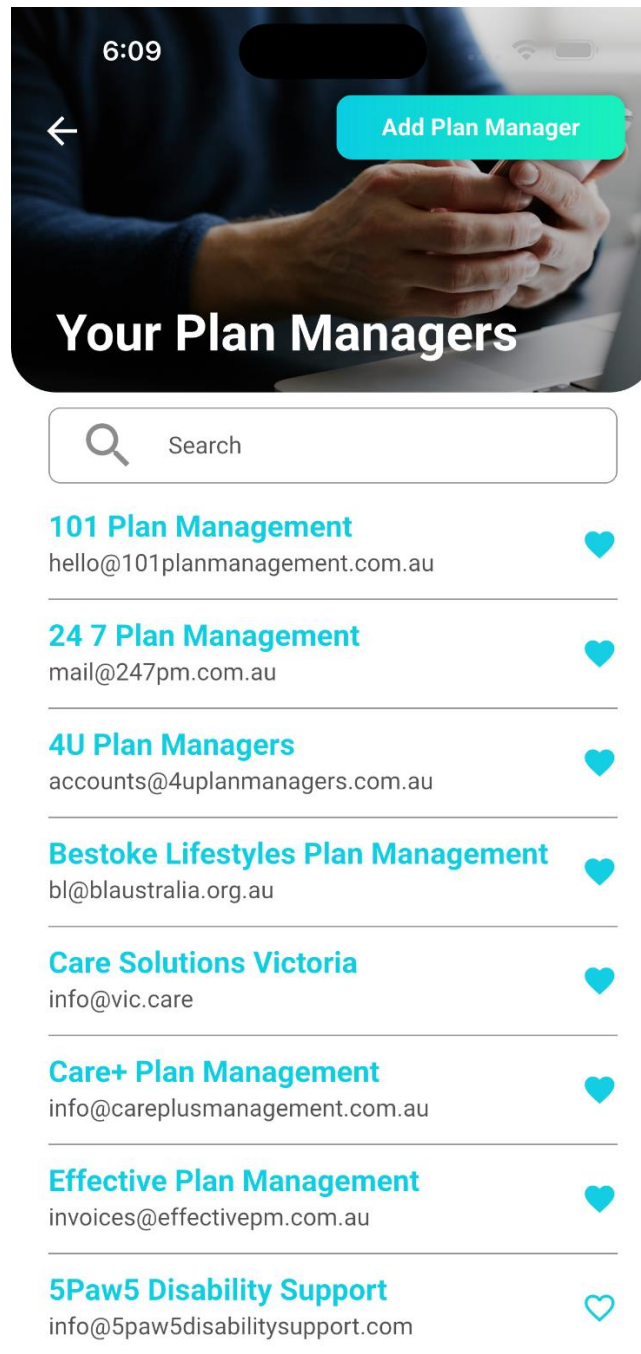




## ♥ Plan Managers View & Create ♥

Welcome to EasyAs Invoicing!

Below is an explanation of the Plan Managers screen functions and features.

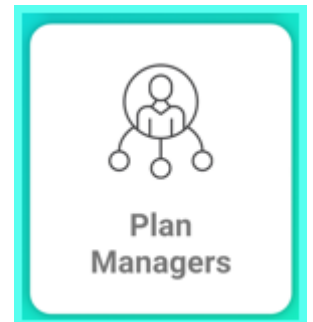




Hundreds of plan managers and their email addresses are pre-loaded into EasyAs Invoicing



You can't edit the pre-loaded plan manager information and EasyAs Invoicing are constantly adding more plan managers and ensuring their email addresses are **accurate**. Please use our Contact Support link to report any issues with the pre-loaded plan manager information.



Use the love hearts to mark your Favourite / most commonly used Plan Managers so that they appear at the top of the list.



Providers can also add in their own plan managers details if you can't locate them in EasyAs Invoicing.

Simply select the Add Plan Manager button:



And then add the Plan Manager details:



6:09

←

### Add Plan Manager

Plan Manager Name\* *Required*

Plan Manager Email\* *Required*

Add Plan Manager