Setup User Directory Settings
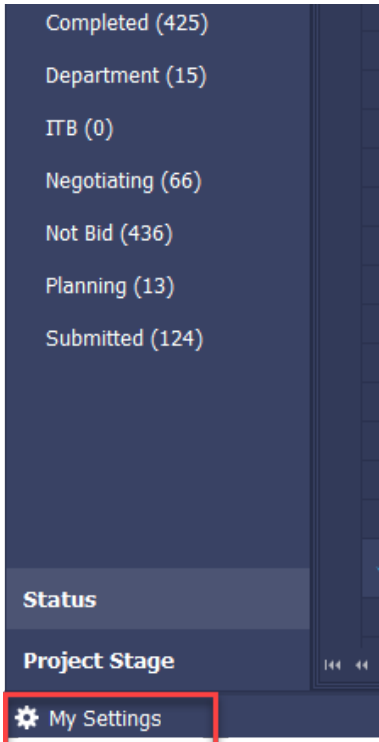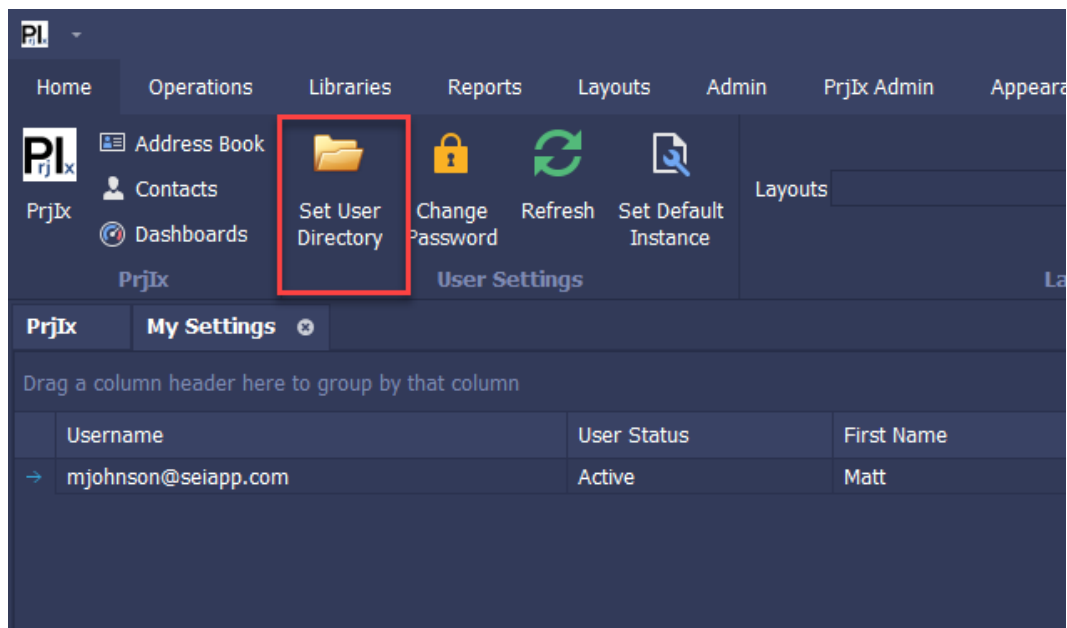
a. Go to My Settings

b. Click the Set User Directory button.
   i. Browse to company folder utilizes to store project data.
   ii. Click Ok

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