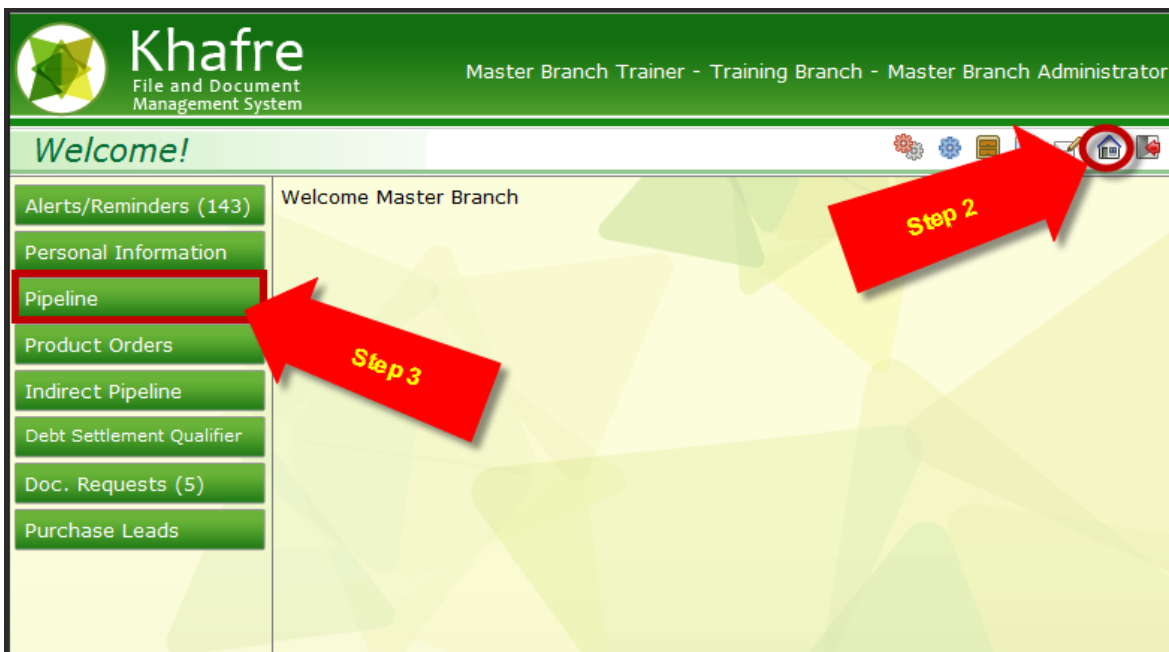


How To Open an Exhibit

1. Log in to Khafre at <http://www.khafreonline.com/app>

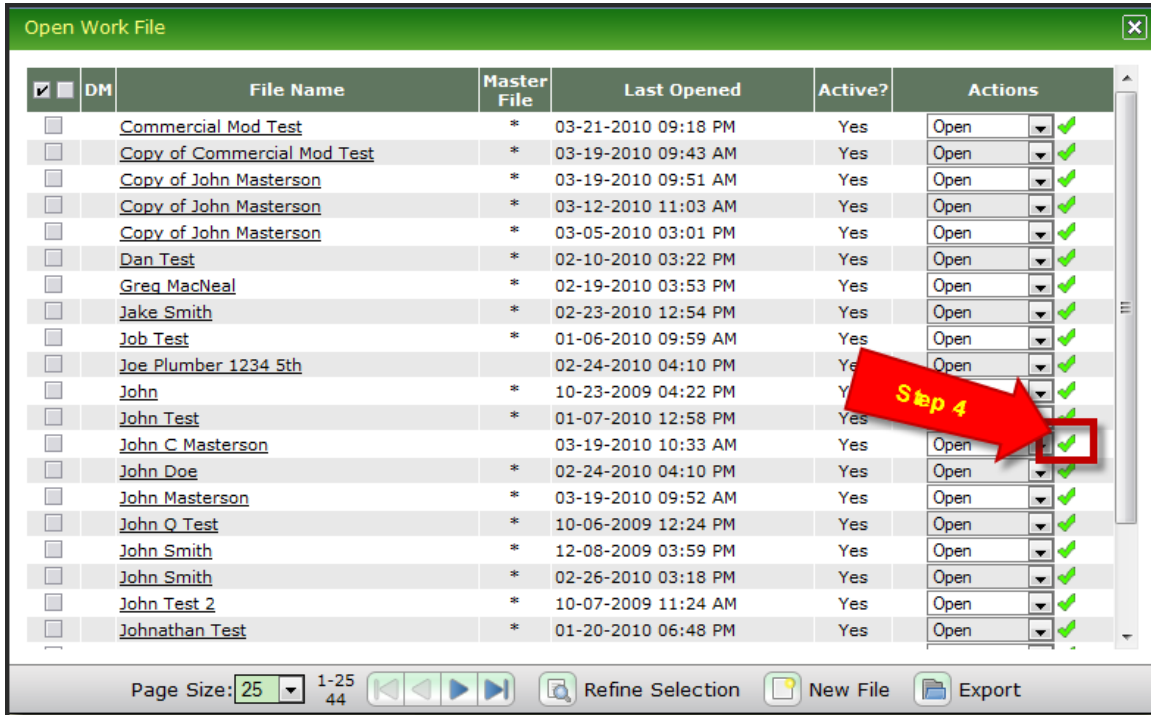


2. Click the home icon in the upper right corner of the screen
 - The Welcome! screen displays



3. Click the Pipeline tab in the left-hand navigation menu

- The Open Work File dialog box displays

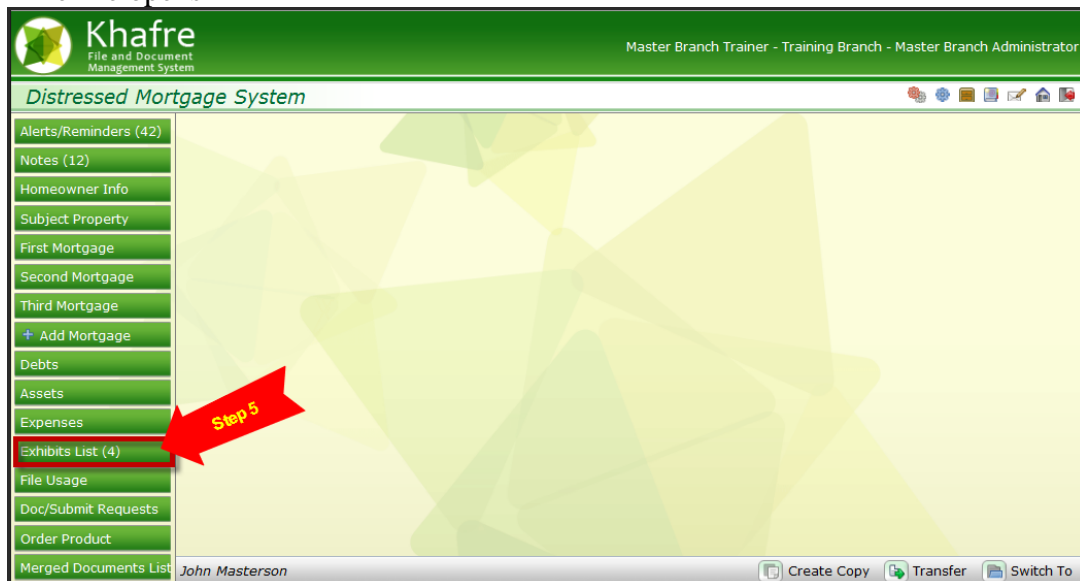


<input type="checkbox"/>	DM	File Name	Master File	Last Opened	Active?	Actions
<input type="checkbox"/>		Commercial Mod Test	*	03-21-2010 09:18 PM	Yes	Open ✓
<input type="checkbox"/>		Copy of Commercial Mod Test	*	03-19-2010 09:43 AM	Yes	Open ✓
<input type="checkbox"/>		Copy of John Masterson	*	03-19-2010 09:51 AM	Yes	Open ✓
<input type="checkbox"/>		Copy of John Masterson	*	03-12-2010 11:03 AM	Yes	Open ✓
<input type="checkbox"/>		Copy of John Masterson	*	03-05-2010 03:01 PM	Yes	Open ✓
<input type="checkbox"/>		Dan Test	*	02-10-2010 03:22 PM	Yes	Open ✓
<input type="checkbox"/>		Greg MacNeal	*	02-19-2010 03:53 PM	Yes	Open ✓
<input type="checkbox"/>		Jake Smith	*	02-23-2010 12:54 PM	Yes	Open ✓
<input type="checkbox"/>		Job Test	*	01-06-2010 09:59 AM	Yes	Open ✓
<input type="checkbox"/>		Joe Plumber 1234 5th	*	02-24-2010 04:10 PM	Yes	Open ✓
<input type="checkbox"/>		John	*	10-23-2009 04:22 PM	Yes	Open ✓
<input type="checkbox"/>		John Test	*	01-07-2010 12:58 PM	Yes	Open ✓
<input type="checkbox"/>		John C Masterson	*	03-19-2010 10:33 AM	Yes	Open ✓
<input type="checkbox"/>		John Doe	*	02-24-2010 04:10 PM	Yes	Open ✓
<input type="checkbox"/>		John Masterson	*	03-19-2010 09:52 AM	Yes	Open ✓
<input type="checkbox"/>		John Q Test	*	10-06-2009 12:24 PM	Yes	Open ✓
<input type="checkbox"/>		John Smith	*	12-08-2009 03:59 PM	Yes	Open ✓
<input type="checkbox"/>		John Smith	*	02-26-2010 03:18 PM	Yes	Open ✓
<input type="checkbox"/>		John Test 2	*	10-07-2009 11:24 AM	Yes	Open ✓
<input type="checkbox"/>		Johnathan Test	*	01-20-2010 06:48 PM	Yes	Open ✓

Page Size: 25 1-25 44 Refine Selection New File Export

4. Click the green check to the right of the file you wish to open

- The file opens



Khafre File and Document Management System
Master Branch Trainer - Training Branch - Master Branch Administrator

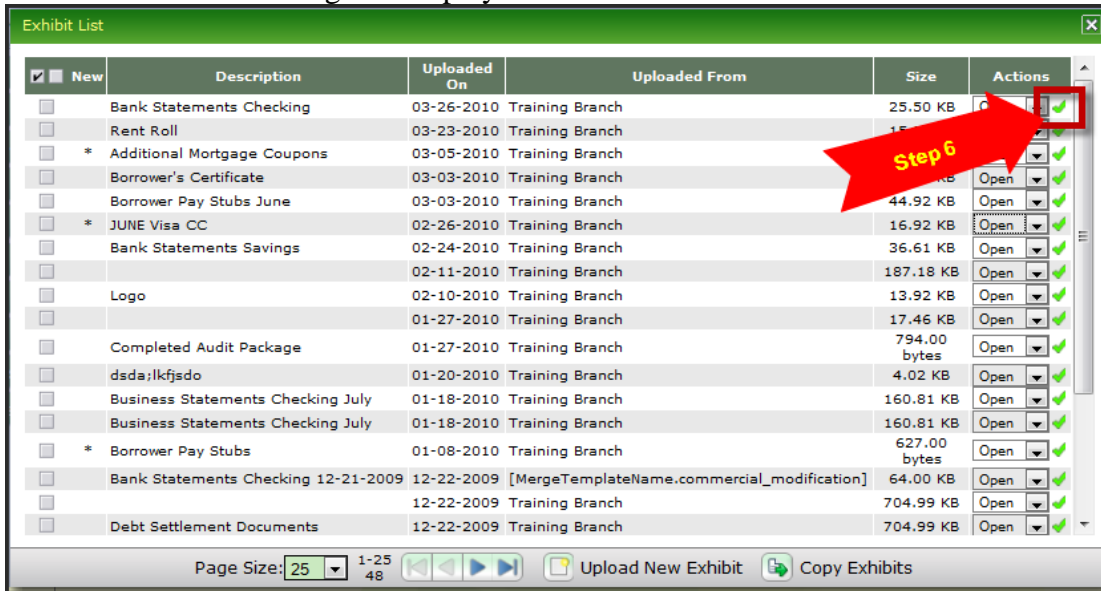
Distressed Mortgage System

- Alerts/Reminders (42)
- Notes (12)
- Homeowner Info
- Subject Property
- First Mortgage
- Second Mortgage
- Third Mortgage
- + Add Mortgage
- Debts
- Assets
- Expenses
- Exhibits List (4)**
- File Usage
- Doc/Submit Requests
- Order Product
- Merged Documents List

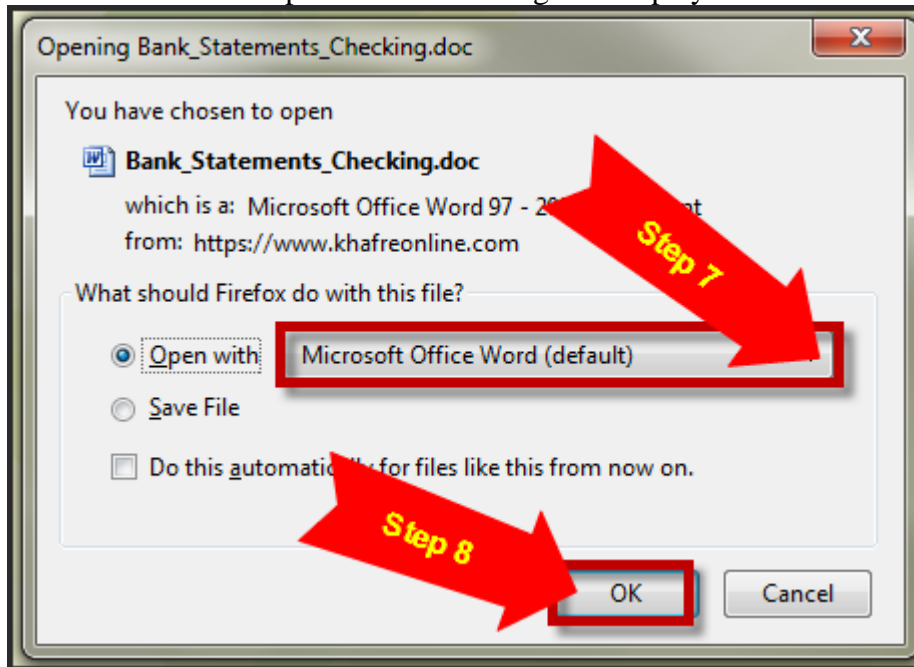
John Masterson Create Copy Transfer Switch To

5. Click the Exhibits List tab in the left hand navigation menu

- The Exhibits List dialog box displays



- Click the green check to the right of the exhibit you wish to view
 - The Microsoft Windows Open File With dialog box displays



- Select the program you wish to use to open the file from the Open with pull-down menu
- Click OK
 - The file opens in the program selected in step 7