

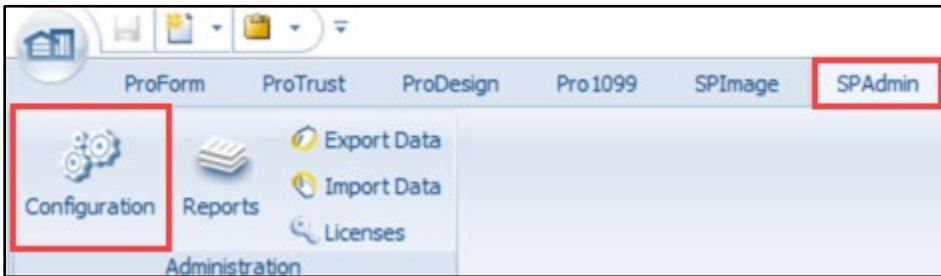


Update SoftPro Select Automations with AgentNet User Access Key – Process in SoftPro 360®

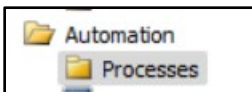
1. Obtain your unique User Access Key from AgentNet

NOTE: Refer to the [User Access Key Management for SoftPro 360 job aid](#) for setup instructions.

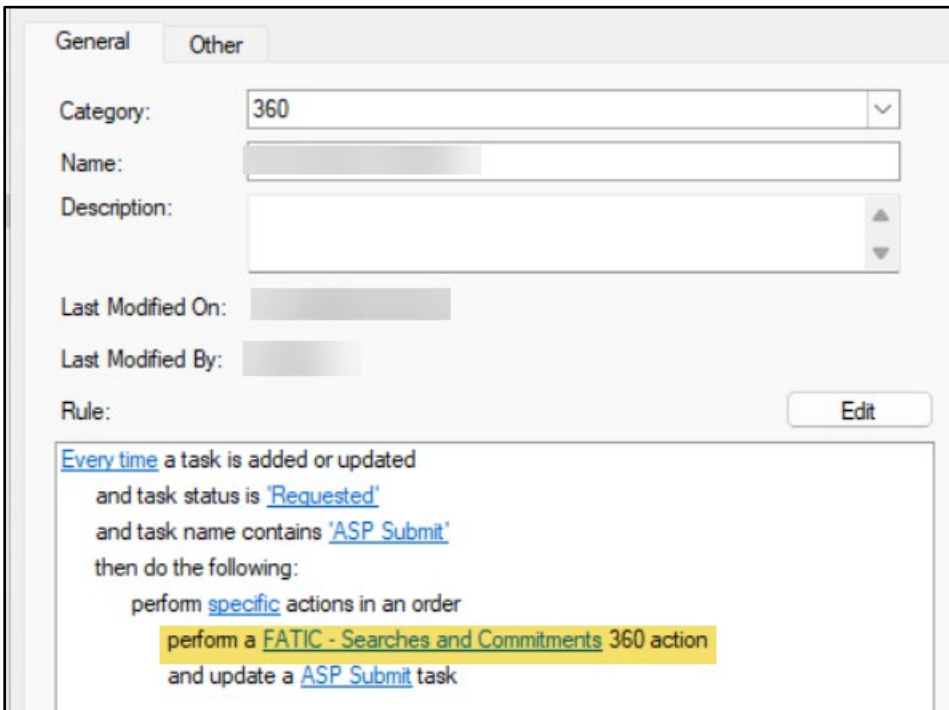
2. Open SoftPro Select
3. Choose **SPAdmin > Configuration**



4. Select **Automation > Processes** from the menu



5. Double-click each active automation to edit and select the 360 action in the Rule





6. Remove the **UserName** and **Password** in the **Service Action Settings**
7. Paste the new User Access Key in the **UserName** field

| Perform a 360 Action | |
|-------------------------|--------------------------------------|
| General | |
| Service | FATIC - Searches and Commitments |
| Service Action | Submit Order |
| Service Action Settings | |
| 1. UserName | insert UAK here |
| 2. Password | |
| 3.1 Underwriter | First American Title Insurance Comp: |

8. Click **OK**
9. Click **Apply/OK** to save your changes