Settings

Planning › Program Names › Content Changes › Branding › Data Management › Statement Audit › Promotions › Measure Success

Change Preferences on Statements

Settings is where we edit **Page Titles** or **Headers,** set **Number of Decimal Pages** and change **Tax Savings Rate** if different from 35% effective tax rate. Just click on the field/s you want to change and then click **Save** button.

Go to **Administration**

Select **Settings** from dropdown

Titles and Headers can be changed here:

Turn on/off **PDF Statement** option

Select how many **decimal** places should display on statement

Estimated Tax Savings rate can be adjusted