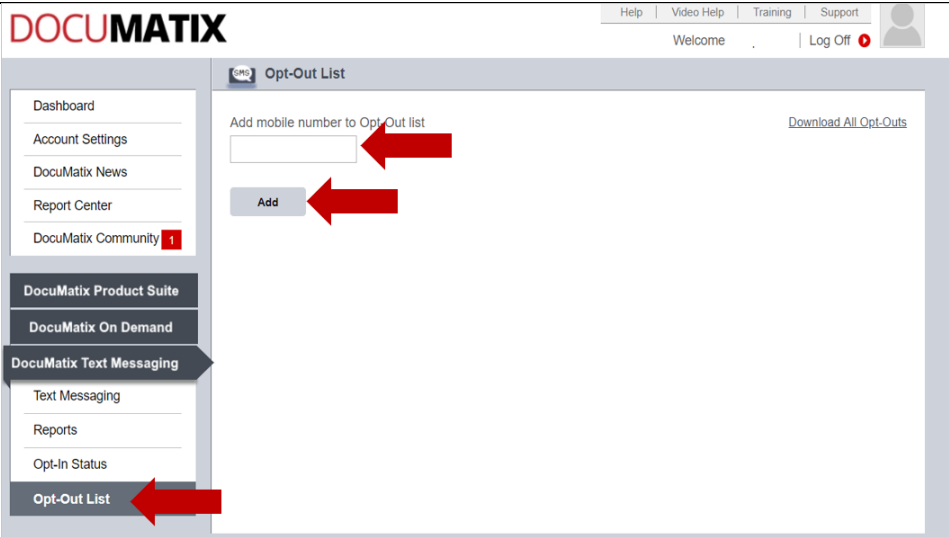


MARQUIS

DMX353	Documatix On Demand Text Messaging Managing Opt-Out List
Order of Steps	Tasks
Step 1	Log into DocuMatix
Step 2	Click on the “ DocuMatix on Demand Text Messaging ” ribbon located in the menu on the left-hand side of the page
Step 3	Click on “ Opt-Out List ” located in the menu
Step 4	Type a mobile number into the Add Mobile Number To Opt-Out List box
Step 25	Click Add
	 A screenshot of the DocuMatix web application interface. The page title is "Opt-Out List". On the left is a navigation menu with items: Dashboard, Account Settings, DocuMatix News, Report Center, DocuMatix Community, DocuMatix Product Suite, DocuMatix On Demand, DocuMatix Text Messaging (highlighted), Text Messaging, Reports, Opt-In Status, and Opt-Out List (highlighted with a red arrow). The main content area has a header "Add mobile number to Opt-Out list" and a "Download All Opt-Outs" link. Below the header is an input field with a red arrow pointing to it, and an "Add" button with a red arrow pointing to it. The top right of the page shows "Help", "Video Help", "Training", "Support", "Welcome", and "Log Off".