Portal Login

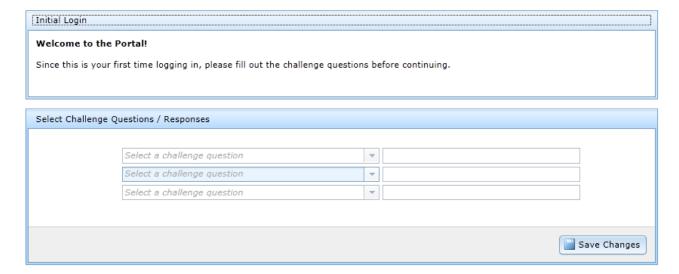
Please log in through our website (www.qpsinc.biz) or follow the direct below.



https://www.ftwilliam.com/cgi-bin/WebPortal/WebPortal.cgi?PLID=602f1ebf8c2f7e1



At your first login, the system will prompt you to set security questions and a unique password.



Password Reset
Welcome to the Portal!
Please enter a new password below.
Set Password
Password must be at least 6 characters long, must contain both letters and numbers, and only letters and numbers.
Enter new password:
Enter new password again:
Save Changes

Welcome to the New Pension Portal



Inbox: Send and receive messages securely – important for files containing sensitive employee

information or confidential wage information.

ToDo List: Pending tasks (created by QPS) related to your retirement plan operations.

Documents: Any stored documents: Annual Valuation, Payroll Reports, Plan Specification Summary,

Projected Eligibility and more.

5500 Status: Instant access to most recent filing status of Annual Form 5500.

Transmitting payroll data

On the left top of the page...



Click the drop-down for the Inbox and Choose "Send Message"



QPS will be notified of the incoming message and file attachment.

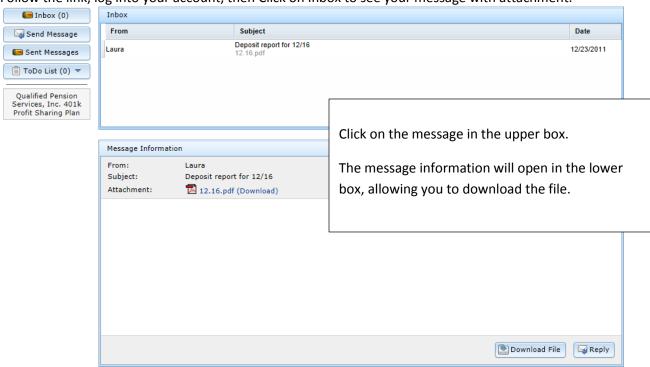
Retrieving payroll deposit reports

You will receive an email containing a link to the secure message.

The following file was uploaded to your inbox: 12.16.pdf

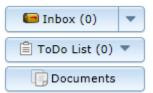
To download the file or review past messages, please log in via the following link. https://www.ftwilliam.com/cgi-bin/sp.cgi?id=2U4YVLJ

Follow the link, log into your account, then Click on Inbox to see your message with attachment.



Accessing stored documents

On the left top of the page...



Choose Documents to see a full listing of all uploaded reports and documents.

Shortcut: Recently uploaded files will appear on the top right section of the home page.

