

How to Access Writer Information

- 1.) Go to www.enfusen.sharepoint.com.
- 2.) Log in with your Outlook username and password.
- 3.) Click on the clients folder.
- 4.) Locate and click the content report all clients Google doc (last page in this folder).
 - a. You can find writer information under the writer information tab.
 - b. There is a tab called writer notes. You will use this to get the notes for ordering content.
 - c. There is a buffer site list. This is where you can find the usernames and passwords for all of our clients in the case the you cannot find them in MCC.