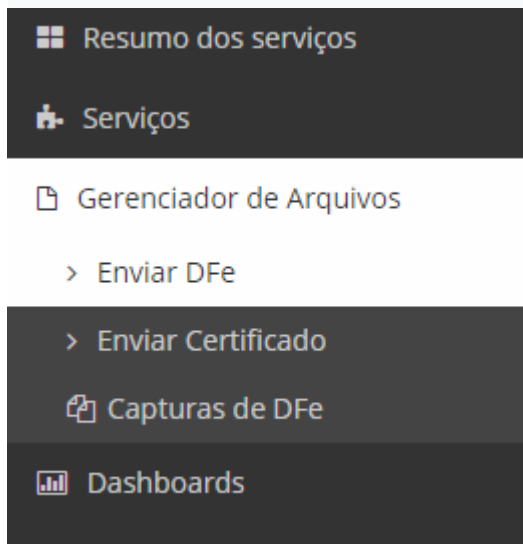


File management

- [File management](#)
- [Registering A1 Certificate](#)
- [Controlling your consumption](#)

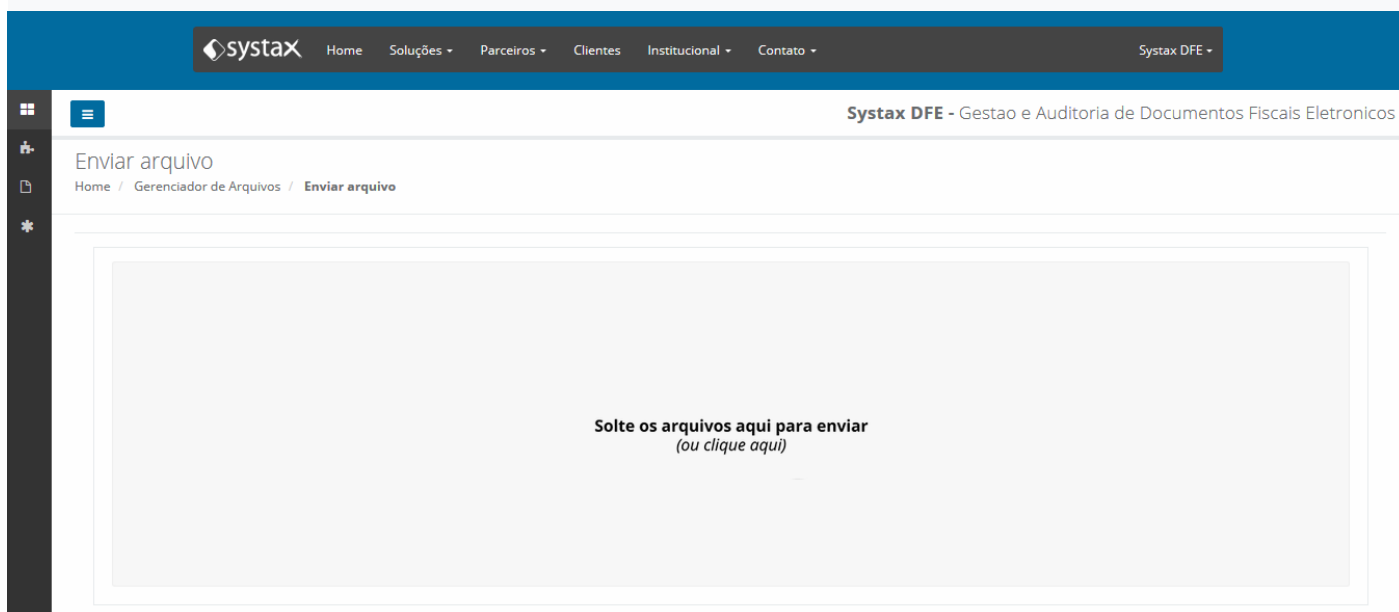
File management

Uploading DFe, NFCe and CTe



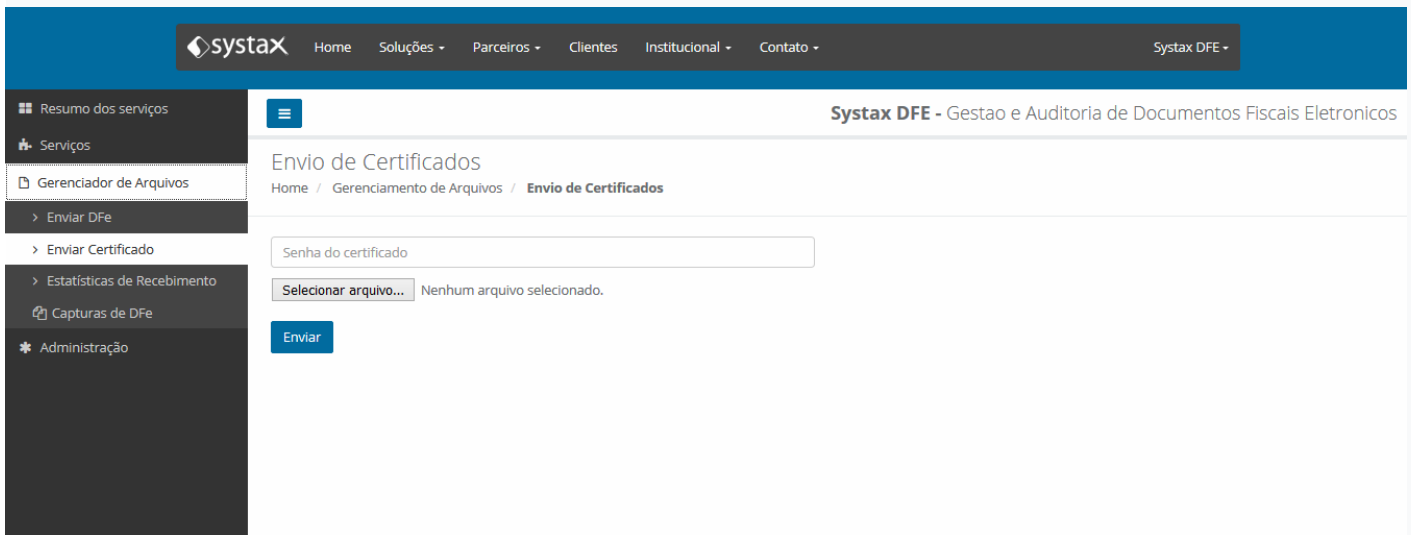
This page is for the upload of XML files of electronic fiscal receipts, allowing the user to perform the upload of XML files they already possess in their computers. The procedure can be done by dragging the file over the central area of the page, as well as clicking the “clique aqui” text (“click here” in English) in the middle of the screen to search for the file within the computer’s folders.

The system accepts not only the upload of XML files, but also compressed files in .zip or .rar. formats. The upload process accepts multiple uploads, limited to up to 1.000 (one thousand) files at a time.

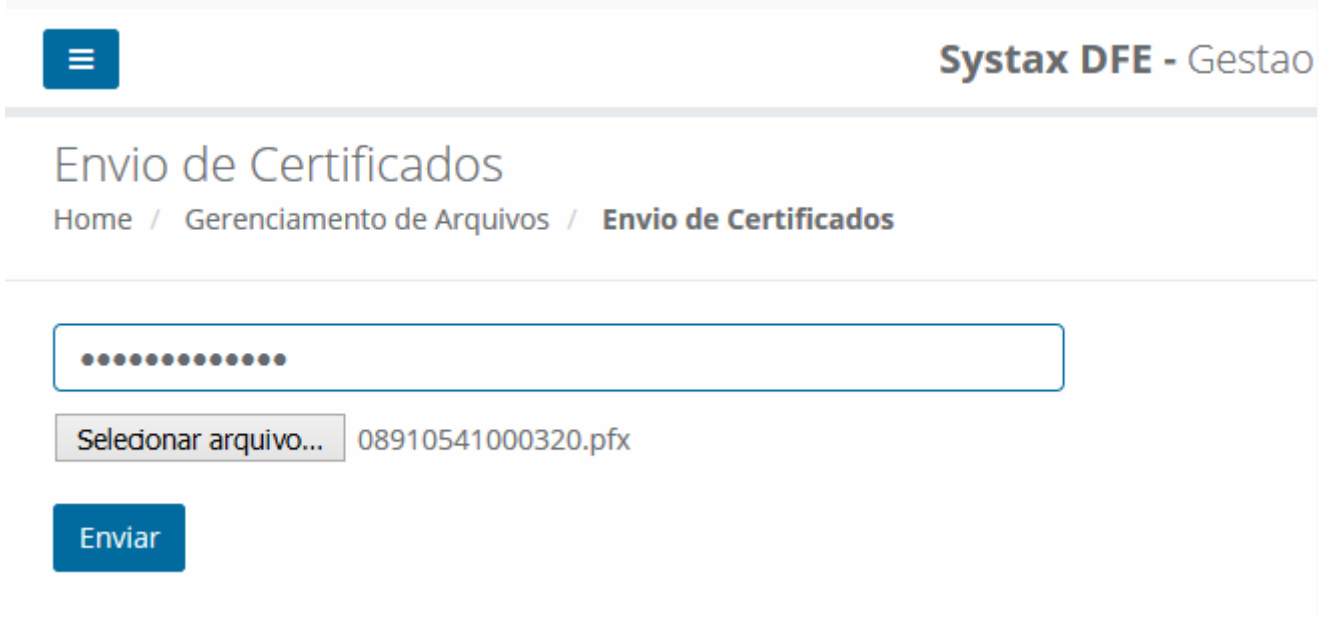


Registering A1 Certificate

This page is for uploading the type A1 digital certificate, as well as information of the corresponding password. This procedure takes place in a safe environment, protecting the confidentiality of such sensible content. For more information, see the Privacy Policy and Information Security Policy documents adopted by Systax.



Step 1: Choose a file and insert a password



Step 2: Upload the file and wait for the message confirming the successful upload.

Envio de Certificados

Home / Gerenciamento de Arquivos / **Envio de Certificados**

Certificado importado com sucesso

Senha do certificado

Selecionar arquivo... Nenhum arquivo selecionado.

Enviar

Controlling your consumption

Reception statistics

This page allows the user to keep track of processing of all their documents, filtering the information by period.

It's worth remembering that the period refers to the upload date of the fiscal document in the system, not their issuing date.

The screenshot shows the Systax DFE web application interface. The top navigation bar includes the Systax logo and links for Home, Soluções, Parceiros, Clientes, Institucional, and Contato. The user is logged in as 'Systax DFE'. The sidebar on the left contains links for 'Resumo dos serviços', 'Serviços', 'Gerenciador de Arquivos', 'Enviar DFe', 'Enviar Certificado', 'Estatísticas de Recebimento' (selected), 'Capturas de DFe', and 'Administração'. The main content area is titled 'Estatísticas de Recebimento' and shows a breadcrumb trail: Home / Gerenciador de Arquivos / Estatísticas de Recebimento. Below the title, there are search filters for 'Inicio' and 'Fim', and a 'Pesquisar' button. A table displays the results with columns 'Modelo', 'Método', and 'Total'. The table shows a total of 0.

Modelo	Método	Total
Total		0

The screenshot shows the Systax DFE web application interface. The top navigation bar includes the Systax logo and links for Home, Soluções, Parceiros, Clientes, Institucional, and Contato. The user is logged in as 'Systax DFE'. The sidebar on the left contains links for 'Resumo dos serviços', 'Serviços', 'Gerenciador de Arquivos', 'Enviar DFe', 'Enviar Certificado', 'Estatísticas de Recebimento' (selected), 'Capturas de DFe', and 'Administração'. The main content area is titled 'Estatísticas de Recebimento' and shows a breadcrumb trail: Home / Gerenciador de Arquivos / Estatísticas de Recebimento. Below the title, there are search filters for '01/02/2016' and '29/02/2016', and a 'Pesquisar' button. A table displays the results with columns 'Modelo', 'Método', and 'Total'. The table shows a total of 12 for NFe documents. Below the table, there is a button 'Solicitar Relatório detalhado por Email'.

Modelo	Método	Total
NFe	email	0
NFe	upload	0
NFe	manifesto	0
NFe	download	12
NFe	webservice	0
CTe	email	0
CTe	upload	0
CTe	manifesto	0
CTe	download	0
CTe	webservice	0
Total		12

[Solicitar Relatório detalhado por Email](#)