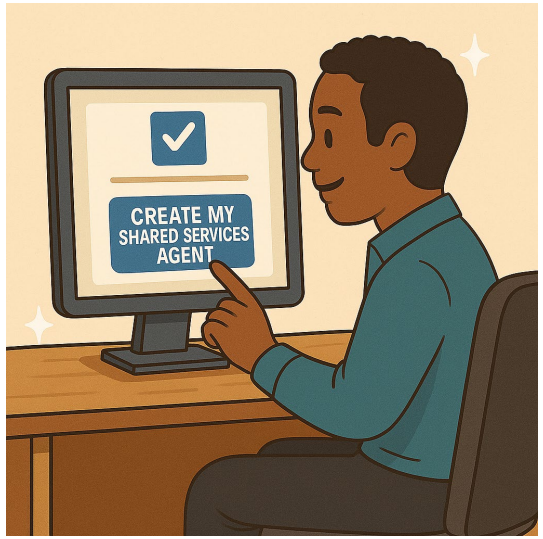
shared services agent.

Click. Submit. Done.

Setting up Your Shared Services Agent

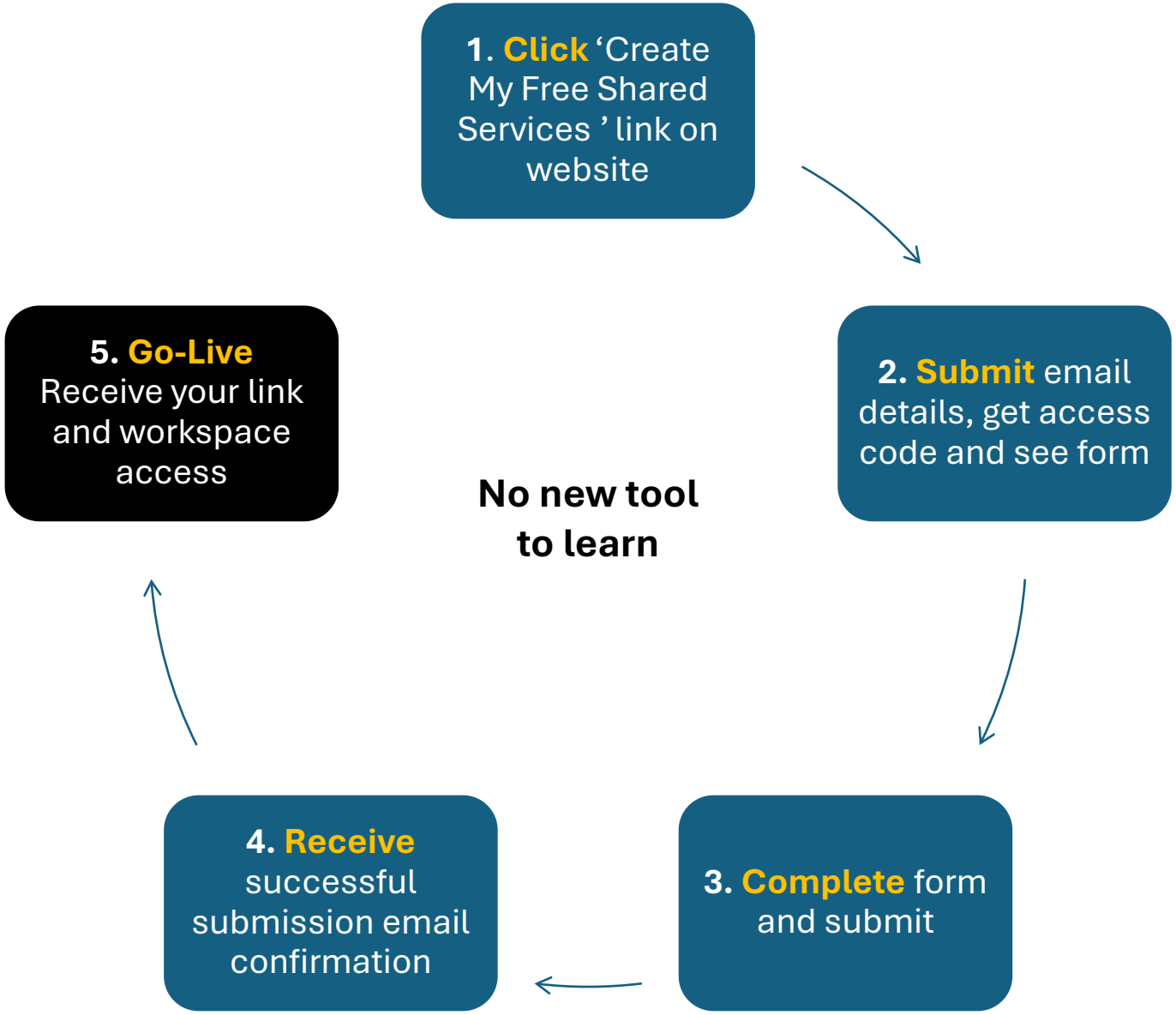


Meet Tom - he completed the ‘Create My Shared Services Agent’ in 10 minutes, and his branded Shared Services Agent was live within the hour…

Powered by kim

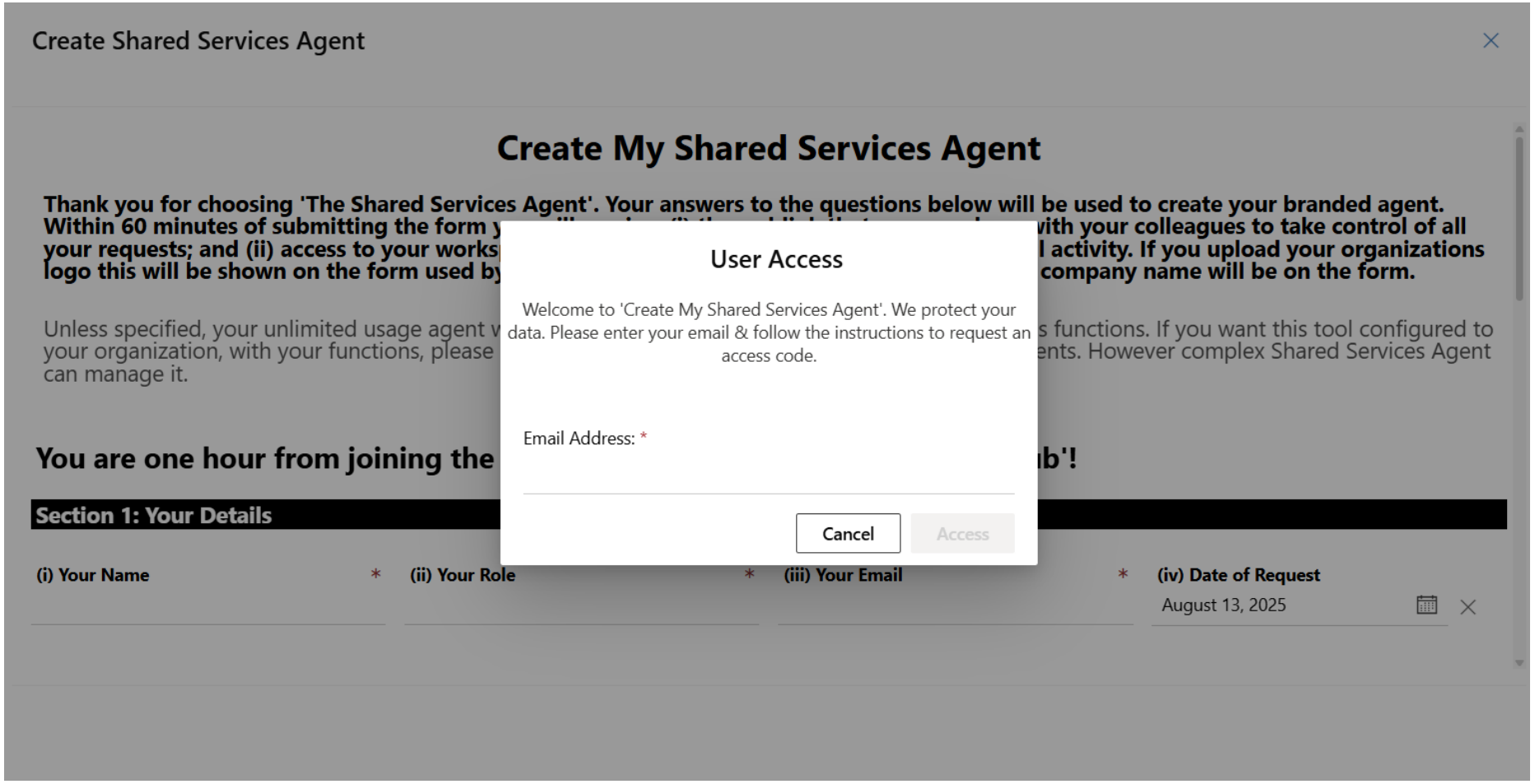
shared services agent.
Click. Submit. Done.

Setting up your branded Shared Services Agent could not be easier



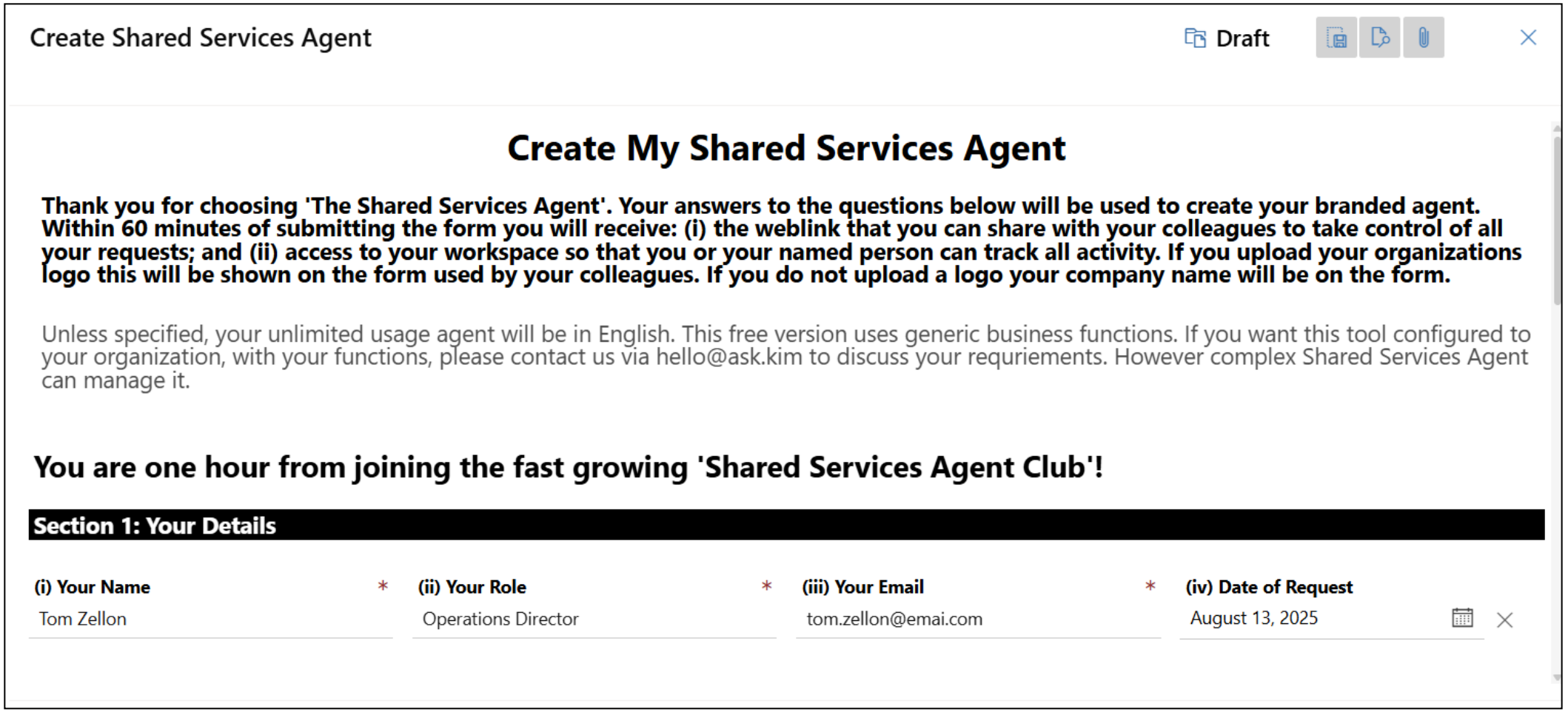
shared services agent.
Click. Submit. Done.

Tom clicks the ‘Create My Free Shared Services Agent ’ link on the website. Up pops the authentication link. Tom follows the instructions, receives a unique access code by email and submits



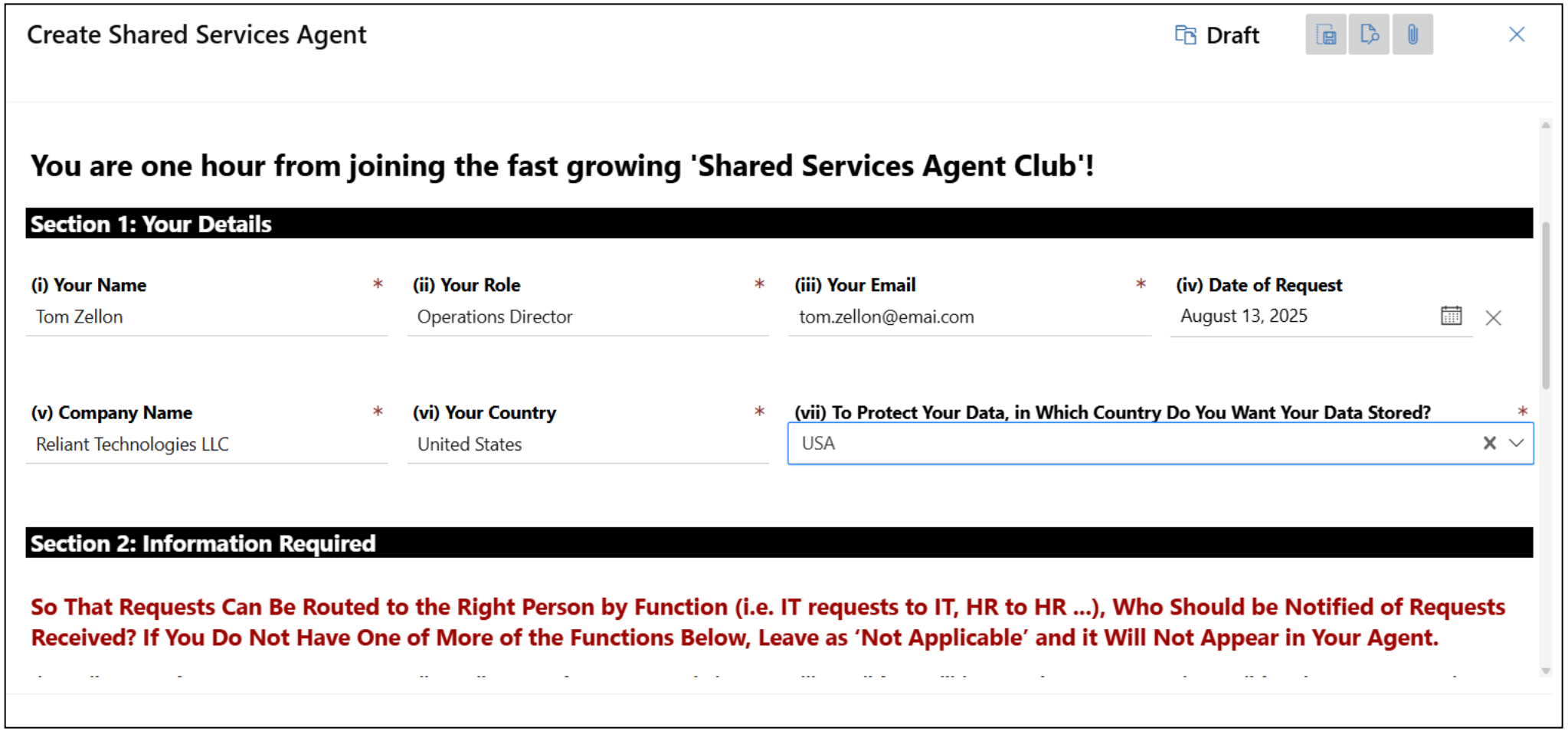
shared services agent.
Click. Submit. Done.

Up pops the ‘Create My Free Shared Services Agent ’ form



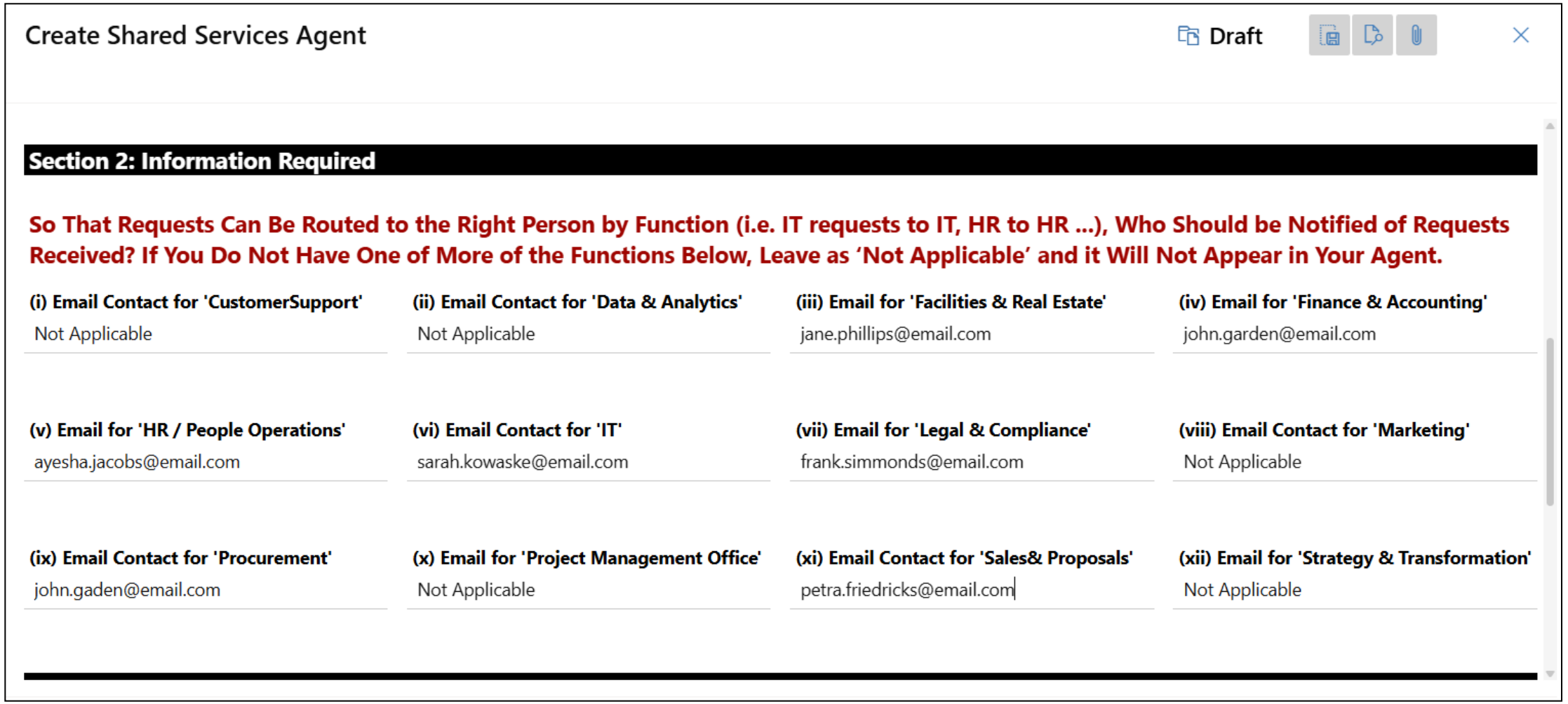
shared services agent.
Click. Submit. Done.

Tom completes section 1 of the form



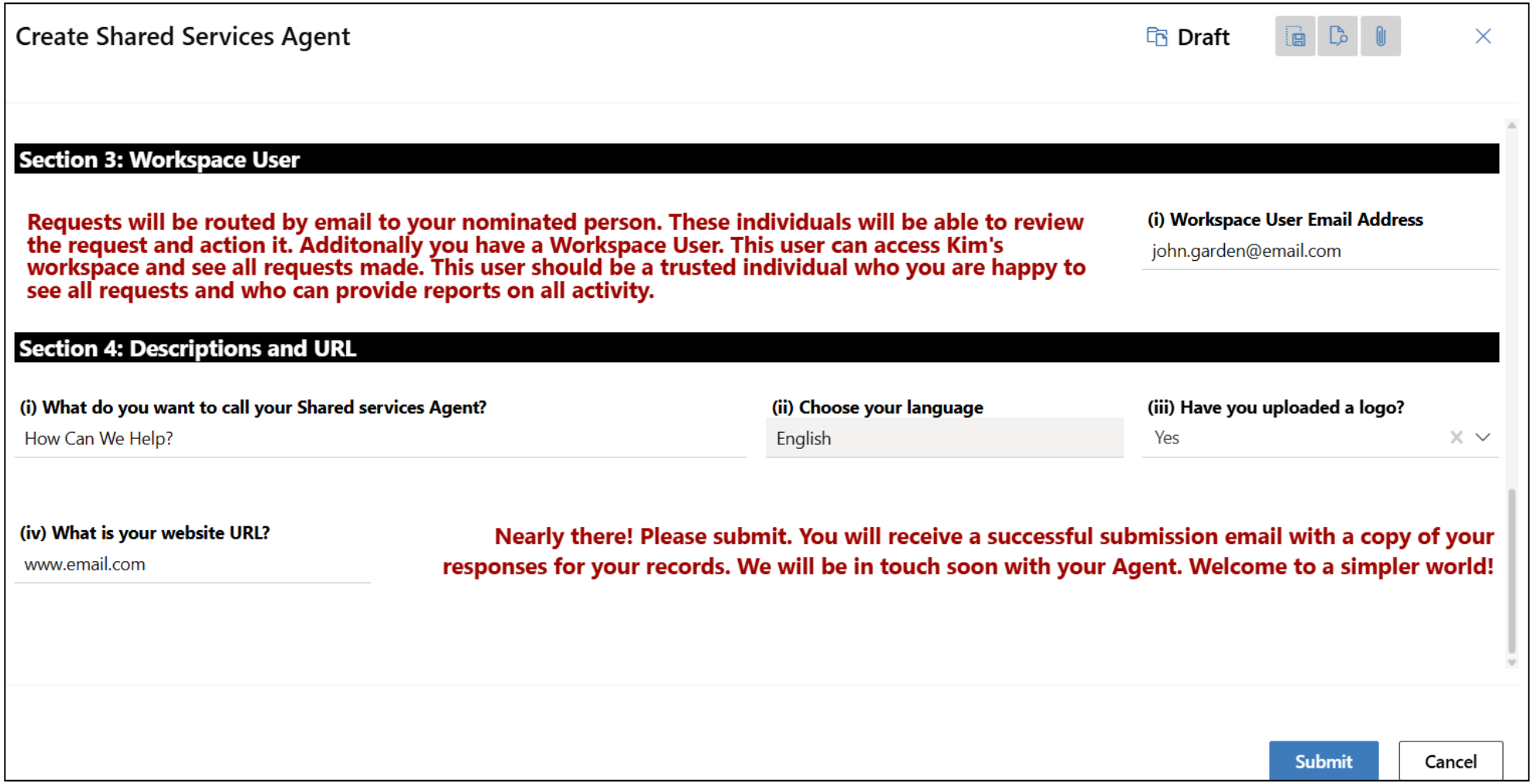
shared services agent.
Click. Submit. Done.

Tom completes section 2



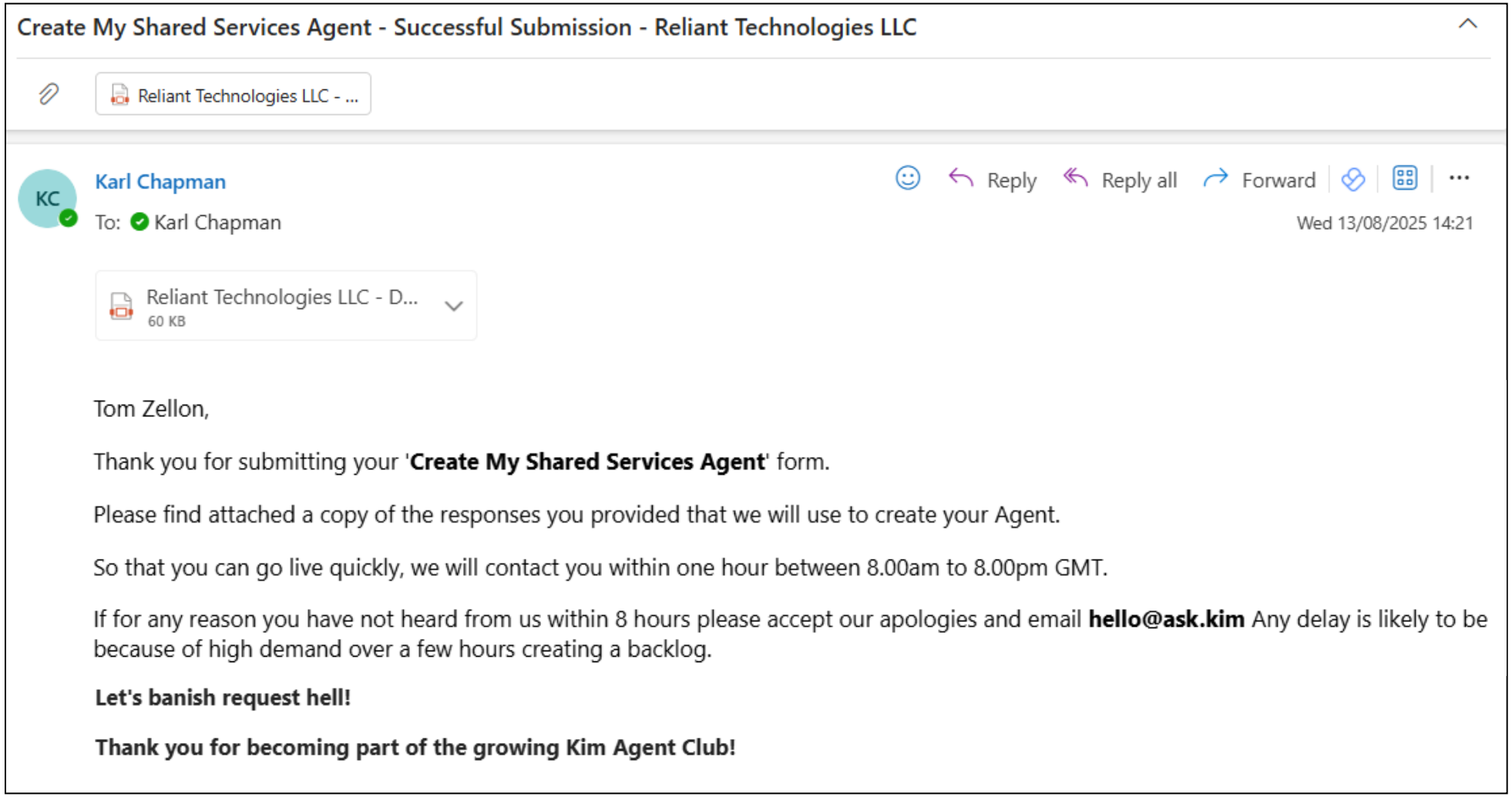
shared services agent.
Click. Submit. Done.

Tom completes sections 3 and 4 and submits



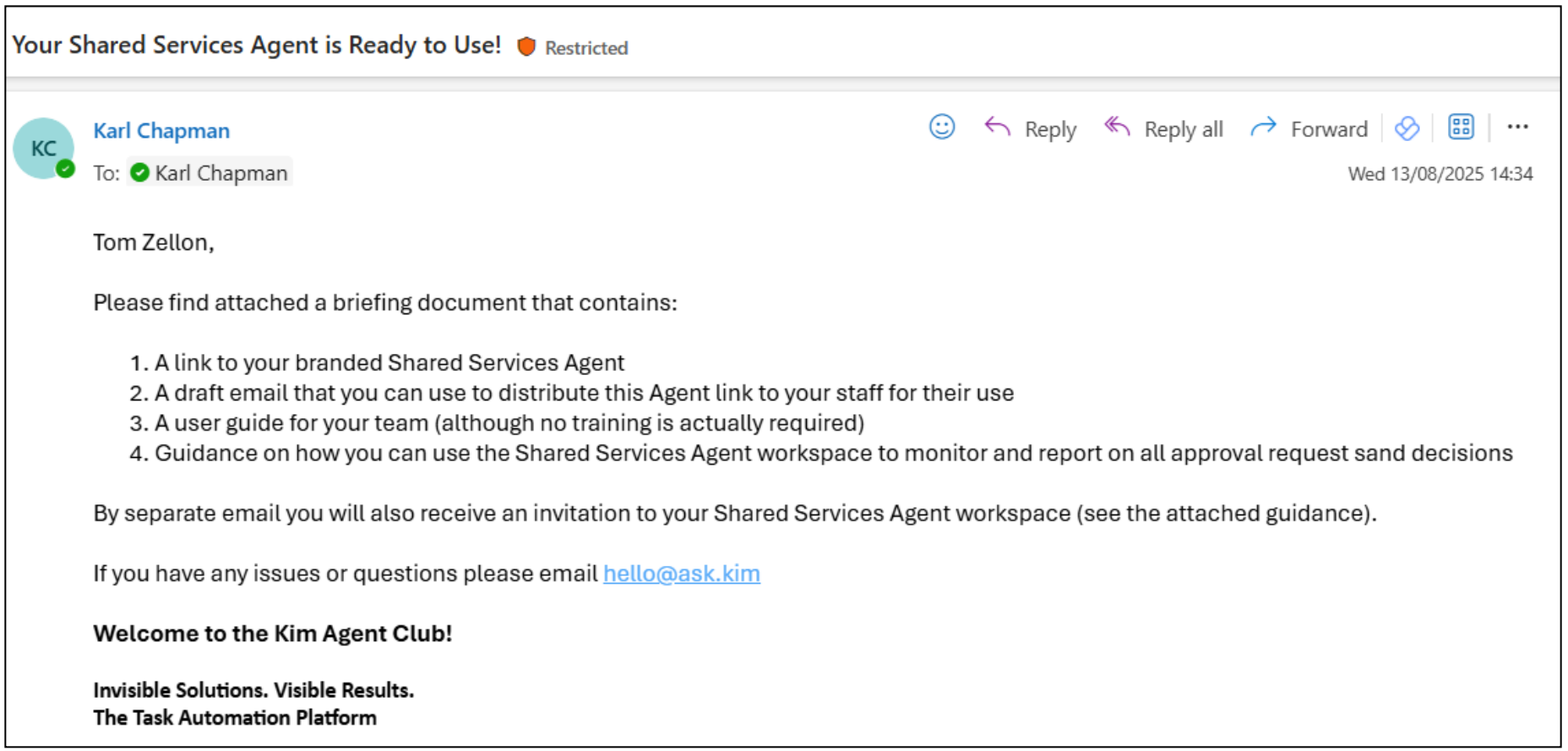
shared services agent.
Click. Submit. Done.

Tom receives an email confirming successful submission



shared services agent.
Click. Submit. Done.

Within an hour Tom receives the details that takes the Shared Services Agent live



Your Shared Services Agent is Ready to Use! Restricted

KC Karl Chapman

Reply Reply all Forward

To: Karl Chapman

Wed 13/08/2025 14:34

Tom Zellon,

Please find attached a briefing document that contains:

1. A link to your branded Shared Services Agent
2. A draft email that you can use to distribute this Agent link to your staff for their use
3. A user guide for your team (although no training is actually required)
4. Guidance on how you can use the Shared Services Agent workspace to monitor and report on all approval request sand decisions

By separate email you will also receive an invitation to your Shared Services Agent workspace (see the attached guidance).

If you have any issues or questions please email hello@ask.kim

Welcome to the Kim Agent Club!

Invisible Solutions. Visible Results.
The Task Automation Platform

shared services agent.
Click. Submit. Done.

It is that simple …

happy!