

# 1.2. Select/Add New Company and/or Plan

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First time ftwilliam.com users may need to add a company and plan to get started. Click [here](#) to review instructions to Select/Add/Delete Companies and Plans.

The screenshot displays the user interface of the ftwilliam.com system. At the top, the Wolters Kluwer logo is on the left, followed by a search bar containing the text "Select a Plan..." and a "Go" button. To the right of the search bar is a "User Name" dropdown menu. Below the search bar is a "Home" link. On the left side, there is a vertical menu with buttons for "Add Company", "Add Plan", "Batches / Workflow", "ftwPortal Pro", and "Upload Plan Data". Below this menu is an "Updates: (View All)" link. The main content area is divided into two sections. The "Plan Search" section has input fields for "Company:" and "Plan: ftw", with "Clear All Filters" and "Advanced" buttons below. The "Search Results" section shows a table with one entry: "FTW 401k Demo Plan" under the "Plan" column, with "FTW Demo Company" as a sub-entry. To the right of this entry is an "Edit Plan" dropdown menu. Below the table is a row of buttons: "Plan Documents", "IRS Forms", "5500", "1099", "Admin", "Portal", "Proposal", and "Checklist".