AnyComms Upload NSIX TAB Files

For full details on the tab file process of provisioning nsix accounts via our Identity Management system, please see the following page: 'Creating Google Accounts for Students and Staff'.

Once you have generated staff and pupil tab files from your MIS you will need to send them to us via Anycomms Plus. Please follow the process below:

Log on to Anycoms Plus https://acplus.nsix.org.uk/Login.aspx
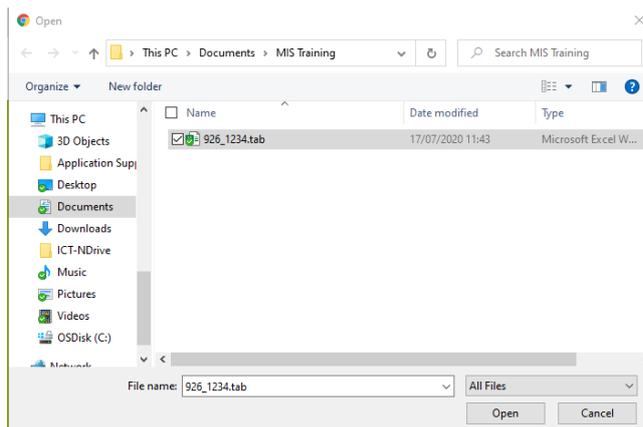
From the main menu select 'Upload to a Local Authority'

Click on Select Files

Browse to your files and click on Open

In the File Type section choose Email Tab files

In the Service section choose Identity Management

AnyComms Upload NSIX TAB Files

Click on Select Files to add more

Repeat for all additional files

Click on Upload Files

Click on OK in the confirmation message

acplus.nsix.org.uk says

You are about to send the following:

to all users at
926_1234CTF.xlsx to all users at School Administrator

Proceed?

OK   Cancel
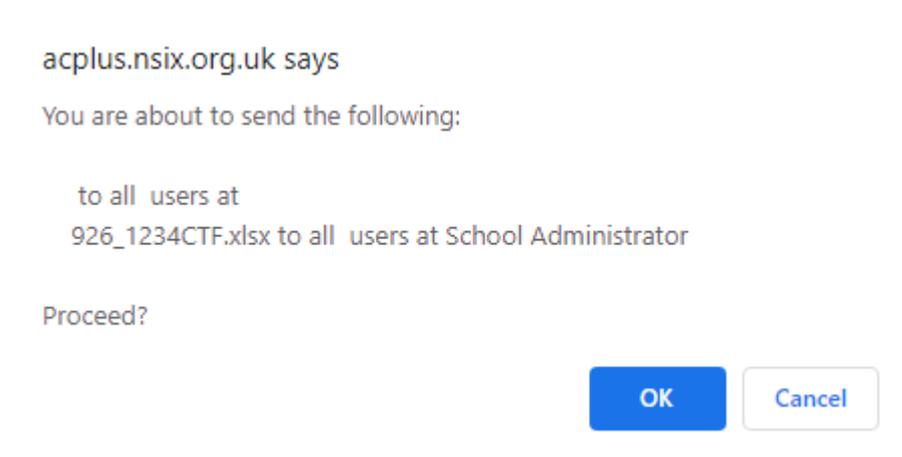
You will then see an overview

THE FOLLOWING FILE(S) SENT SUCCESSFULLY

File Name	Recipient Organisation(s)	Role	Date/Time Sent	Sent From
926_1234CTF.xlsx	997_test_school	School Administrator	10/08/2020 13:18:52	997_test_school

Print