Nexonia Expenses: Syncing Data

Nexonia's mobile application syncs your mobile Expenses app data to the Nexonia server. This transfers any new information, such as recently added receipt images or newly created expenses, between your web profile on the server and your mobile application. For example, if you emailed a receipt to your report, but aren't seeing it on the mobile app, it may not have synced yet.

By default, the application will sync when you start the app.

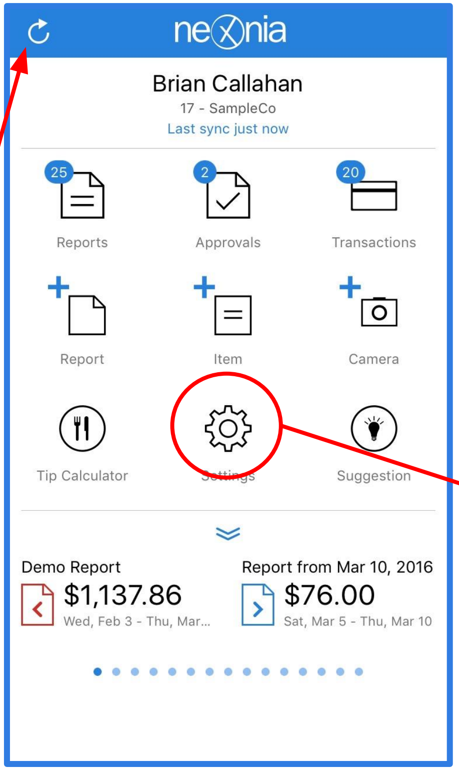
The sync is triggered in one of two ways:

Background Sync (default) - the application will sync when you first open the app and every 5 minutes in the background after that, as long as you have an internet connection to your device.

You can see the last time the app synced under your name on the homescreen.

Manual Sync - you always have a manual sync option, located on the homescreen. Tapping it will sync any new data immediately, as well as update any setup changes your administrator made to the company profile (i.e. new customers, new expense categories)

You can also do a manual sync by swiping down from the homescreen, or inside an expense report.



Settings: Background Sync

You can limit when the app syncs, depending on the internet connection:

- **Enabled**: Sync whenever you're connected to the internet;
- **Wifi**: Only sync when you're connected to wifi;
- **Disabled**: Turns off automatic sync. You can still sync manually.