

Quantum Collaborate - Client Guide | Quantum Cloud

Accessing Quantum Collaborate

Your Solicitor will share access to Quantum Collaborate with you via email.

The email will contain a temporary password and link. Please copy the temporary password and click on the link (quantum.classlegal.com) to access your account.

Your solicitor has invited you to access Quantum Collaborate.

You can log in using

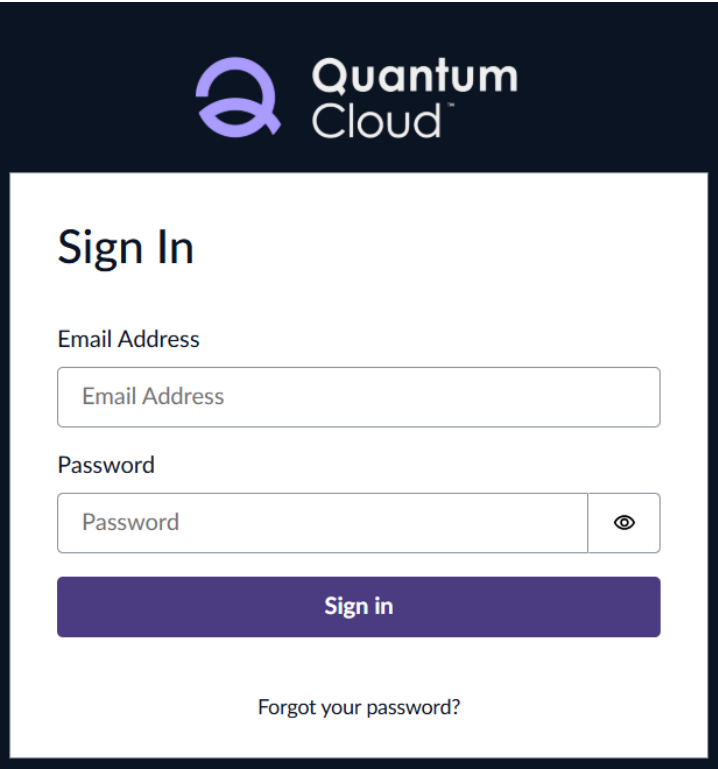
Username: events@classlegal.com

Temporary password: [jTR9dTT3](#)

Please note that you have 48 hours to use your temporary password until it expires. If you need a new temporary password please contact your solicitor. Here is a [guide on how to use Quantum Collaborate](#)

Please log in to your account at quantum.classlegal.com and change your password to one you will remember.

Enter your email address and temporary password into the boxes shown below.

The image shows a 'Sign In' form for Quantum Cloud. At the top, there is a dark blue header with the Quantum Cloud logo (a stylized 'Q' in a circle) and the text 'Quantum Cloud'. Below the header, the form is white with a dark blue border. The title 'Sign In' is centered at the top of the form. There are two input fields: 'Email Address' and 'Password'. The 'Email Address' field is a simple white box with a light blue border. The 'Password' field is a white box with a light blue border, and it has a small eye icon to its right, indicating a toggle for password visibility. Below the input fields is a dark blue button with the text 'Sign in' in white. At the bottom of the form, there is a link that says 'Forgot your password?'.

You will be asked to change your password to something more memorable.

**Quantum Cloud™**

Change Password

Password
 

Confirm Password
 

Change Password

[Back to Sign In](#)

You will now be asked to set up two-factor authentication, you can find a guide for setting this up at <https://www.quantumfamilyforms.com/resource-page>.

What happens when I login?

When you login for the first time you will see your case information. This includes your details, your ex-partners details, dates, children and exchange rates.

Navigate your way through each section, checking the information is correct and make any necessary changes. These changes will be automatically sent back to your Solicitor for review.

**Case information ▾**

Parties: **Your details** Ex-partner's details Dates Children Exchange rates

⌵ All categories ▾ All statuses  In progress

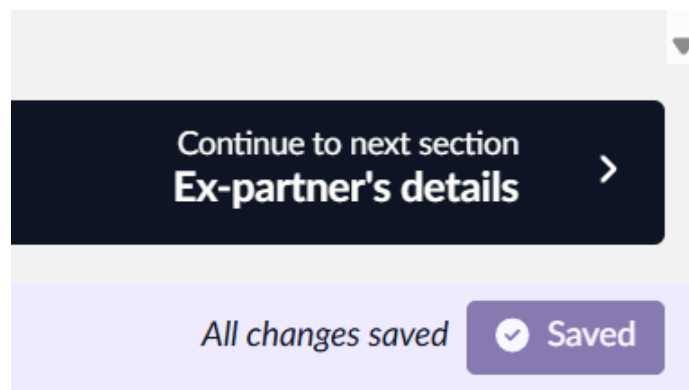
🔍 Find form by code or name...

>  **E** Financial statement for a financial order

Case information Your details

📘 Use Case information to add or modify the
The fields are linked so data synchronises a
[Learn more](#)

Quantum Cloud automatically saves your changes as you work. Please ensure the status is 'Saved' in the bottom right before moving on to the next section.

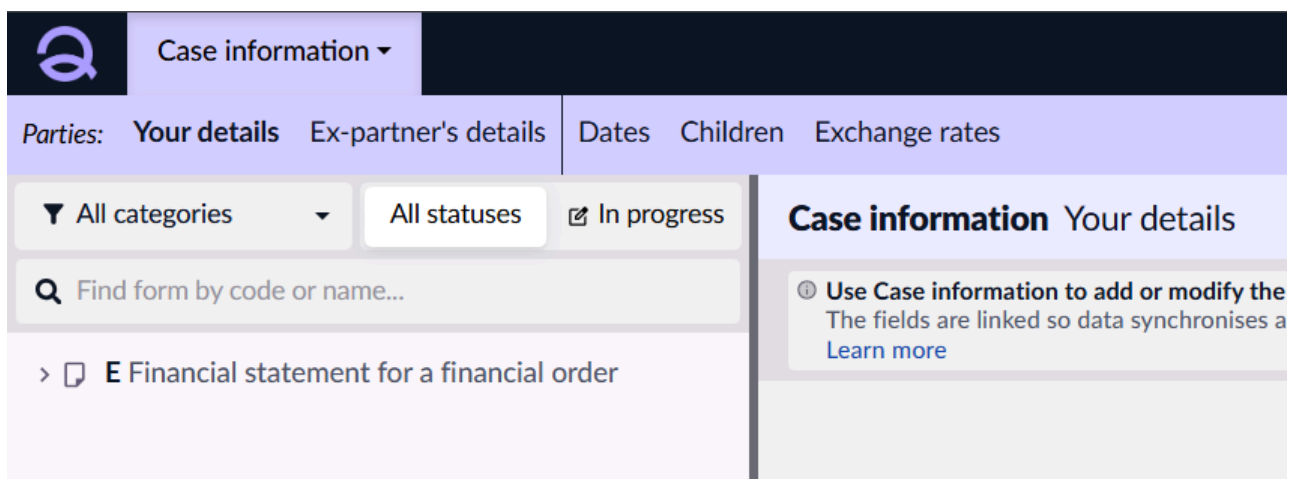


How do I access my Form E?

Once your solicitor has reviewed any changes you have made to the case information, they will share your form with you. You will receive an email letting you know.

Your solicitor has now shared 'Form E' with you. Log into your Quantum Collaborate account at quantum.classlegal.com to view and edit it.

Login to your account and you will see the form available to you at the left side of the screen.



Click on the form to expand the sections available for edit. Sections which are greyed out are not available for editing and can be ignored.

Case information ▾

Parties: Your details Ex-partner's details Dates Children Exchange rates

Tools ▾ Justine Milburn ▾

▼ All categories ▾ All statuses ▾ In progress

Find form by code or name...

▼ E Financial statement for a financial order

▼ Cover sheet

General

Filed by

Section 1

Section 2

Section 3

Section 4

Section 5

Section 6

E Financial statement for a financial order General

Submit form Notes Print or Download

Your details

Title ▾ If other

Mrs

Forename(s) ▾ Surname ▾

Justine Milburn

Your ex-partner's details

Title ▾ If other

Mr

Forename(s) ▾ Surname ▾

Type of relationship with your ex-partner ▾

Marriage

Separation proceedings

The application is ▾ Our client's role is ▾

Sole Choose an option

Additional information

Continue to next section 1.2-9 Dates, occupation etc.

This section is: Not started In progress

All changes saved Saved

Your Solicitor will advise you which sections of the form to complete. Expand each section using the drop-down arrow highlighted below.

▼ E Financial statement for a financial order

> Cover sheet

▼ Section 1

1.2-9 Dates, occupation etc.

1.10 Child details

1.11 Health

1.12 Educational arrangements

1.13 Child support

1.14 Existing order(s)

1.15 Other court cases

1.16 Present residence & occupants

> Section 2

> Section 3

> Section 4

Section 5

Section 6

How do I attach PDF documents to my Form E?

Documents required as attachments for Forms E, E1 and E2, such as bank statements and valuations, can be linked to specific items within sections of the form.

2.1-2 Properties

Give details of who owns the property & the extent of their legal/beneficial interest in it (i.e. state if it is owned solely, jointly owned with spouse/civil partner or with others)

Reasons why legal ownership as recorded at the Land Registry does not reflect true position

Property value

GBP 250,000.00
£250,000.00

Additional information on the property value

Valuation document

(Drop file(s) here or click to browse your files)

Percentage used for sale costs

3

Cost of sale estimate  

£7,500.00

Additional information regarding the costs of sale

Mortgages

OK

If you have already uploaded your documents using the document manager, you can select them in the section of your Form E using the dropdown:

Valuation document

Choose an option

Choose an option

Bank Statement.pdf

Property Valuation.pdf

Alternatively, you can drag and drop a document into the highlighted box (uploading and attaching it at the same time).

2.1-2 Properties

Give details of who owns the property & the extent of their legal/beneficial interest in it (i.e. state if it is owned solely, jointly owned with spouse/civil partner or with others)

Reasons why legal ownership as recorded at the Land Registry does not reflect true position

Property value

GBP 250,000.00
£250,000.00

Additional information on the property value

Valuation document

(Drop file(s) here or click to browse your files)

Percentage used for sale costs

3

Cost of sale estimate  

£7,500.00

Additional information regarding the costs of sale

Mortgages

OK

If we go back to the Document Manager located in the tools section, any documents which have been allocated in a section of the form will be referenced here:

Upload files			
(Drop file(s) here or click to browse your files)			
Our files			
File name	Upload date	Referenced in	
  Bank Statement.pdf	03/09/2024 12:09	Form E: SoD - Bank statement	
  Property Valuation.pdf	16/12/2024 09:24	Form E: Properties - 123 Old School Building	
		Form E: SoD - Matrimonial home property valuation	

How do I submit a form to my Solicitor?

Once you are happy with the changes made you will need to submit the form back to your Solicitor. To do this click 'Submit form' as circled below.

Case information ▾

Parties: Your details Ex-partner's details Dates Children Exchange rates

Tools ▾ Justine Milburn ▾

▼ All categories ▾ All statuses ▾ In progress

Find form by code or name...

Financial statement for a financial order ▾

General

Section 1

Section 2

Section 3

Section 4

Section 5

Section 6

Submit form Notes Print or Download

E Financial statement for a financial order General

Your details

Title ▾ Mrs ▾ If other ▾

Forename(s) ▾ Justine ▾ Surname ▾ Milburn ▾

Your ex-partner's details

Title ▾ Mr ▾ If other ▾

Forename(s) ▾ Surname ▾

Type of relationship with your ex-partner ▾ Marriage ▾

Separation proceedings

The application is ▾ Sole ▾ Our client's role is ▾ Choose an option ▾

Additional information

Continue to next section 1.2-9 Dates, occupation etc.

This section is: ☒ Not started ☐ In progress

All changes saved Saved

Quantum will ask if you are sure you wish to submit the changes.

Click 'Submit' to confirm or 'Cancel' to continue editing the form.

 **Submit form**

Are you sure you want to submit this form?

Submitting this form will send it back to your solicitor. You will be unable to make any more changes unless they give you access again.

Cancel

Submit

You will not be able to make any further edits until your Solicitor has reviewed the form and returned it to you.

If you have any questions or need support please email us at info@classlegal.com or call us on 01652 652222. We are open from 9am-5.30pm, Monday to Friday.