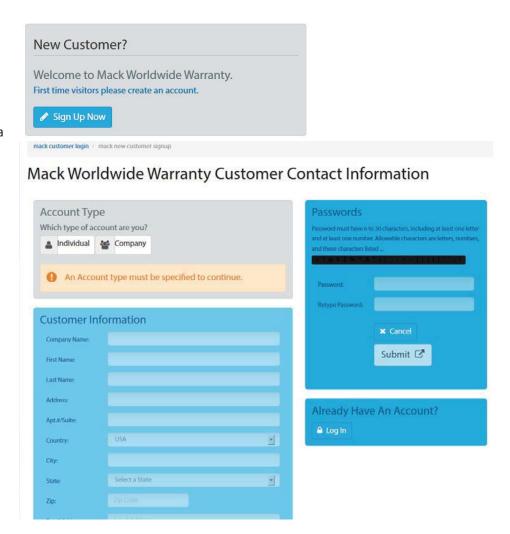
## **Online Training Manual**

## **Getting Started**

## **Creating your account:**

**IMPORTANT:** All customers must create an account to access their warranty and service requests online. Customers must create an account even if they have previously registered or arranged for service using our old website.

- 1. Click 'Sign Up Now'
- Choose your account type
  (This choice will determine
  whether or not you are
  creating a profile for your
  personal account or for a
  business account. If you are a
  business then you will enter
  your company name in the
  'Company' field. All related
  requests concerning your
  warranty and/or service will
  be associated with your
  company name.
- 3. Complete the company information form.
- 4. Choose a password.
- 5. Click 'Submit'.



When you have completed creating your account you will receive an e-mail confirmation. You will also be forwarded to your account page called 'My Account'. From here you can add warranties to your account and create service requests.