



ECOM

User Guide

Version 1.0



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1.Introduction

This user manual provides step-by-step instructions on how to register as a new user on the Mcloud platform using the ECOM registration module and how to create a quote after successful registration.

2.Prerequisites

- A valid email address.
- Access to the **Mcloud Platform** via web browser.
- Registration link: <http://testpaasport.printform.com/paasport/register>.

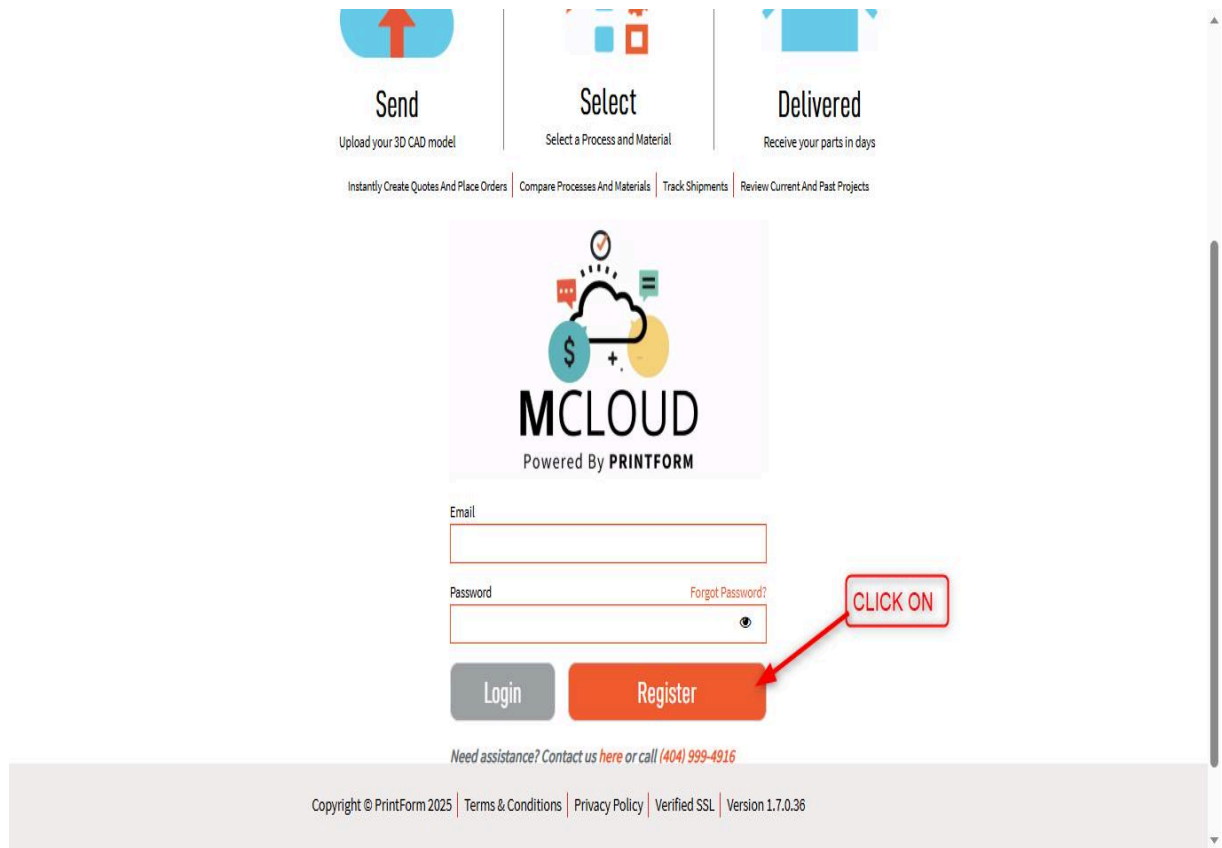
3. Registration Process

3.1 Registration Page

Step-by-Step:

→ Navigate to Registration Page

- ◆ Open a web browser and go to:
<http://testpaasport.printform.com/paasport/register>.
 - ◆ Click **Register** on the homepage.
-
- Navigate to PrintForm's registration page in your web browser
 - Look for the "Register" button.



Send
Upload your 3D CAD model

Select
Select a Process and Material

Delivered
Receive your parts in days

Instantly Create Quotes And Place Orders | Compare Processes And Materials | Track Shipments | Review Current And Past Projects

MCloud
Powered By **PRINTFORM**

Email

Password [Forgot Password?](#)

Login Register

Need assistance? Contact us [here](#) or call (404) 999-4916

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→ Fill Out the Contact Information Section

(All fields marked with * are required)

Personal Details:

- **First Name:** Enter your legal first name
- **Last Name:** Enter your legal last name
- **Email:** Provide a valid email address
- **Phone:** Enter in format (999) 999-9999
- **Password:** Create a strong password (minimum 8 characters)
- **Confirm Password:** Re-enter your password exactly.


MCloud
 Powered By **PRINTFORM**

Register An Account

*Indicates Required Field

Contact

<p>First Name*</p> <input type="text"/>	<p>Last Name*</p> <input type="text"/>
<p>Email*</p> <input type="text"/>	<p>Phone*</p> <input type="text" value="(999) 999-9999"/>
<p>Password *</p> <input type="password"/>	<p>Confirm Password*</p> <input type="password"/>
<p>Address *</p> <p>Number and Street</p> <input type="text"/>	<p>City*</p> <input type="text"/>
<p>Country*</p> <input type="text"/>	<p>State*</p> <input type="text"/>
	<p>Zip*</p> <input type="text"/>

Company

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→ Address Information:

- **Address:** Street number and name
- **City:** Your current city
- **Country:** Select from dropdown
- **State:** Select from dropdown (if applicable)
- **Zip:** Postal/ZIP code.

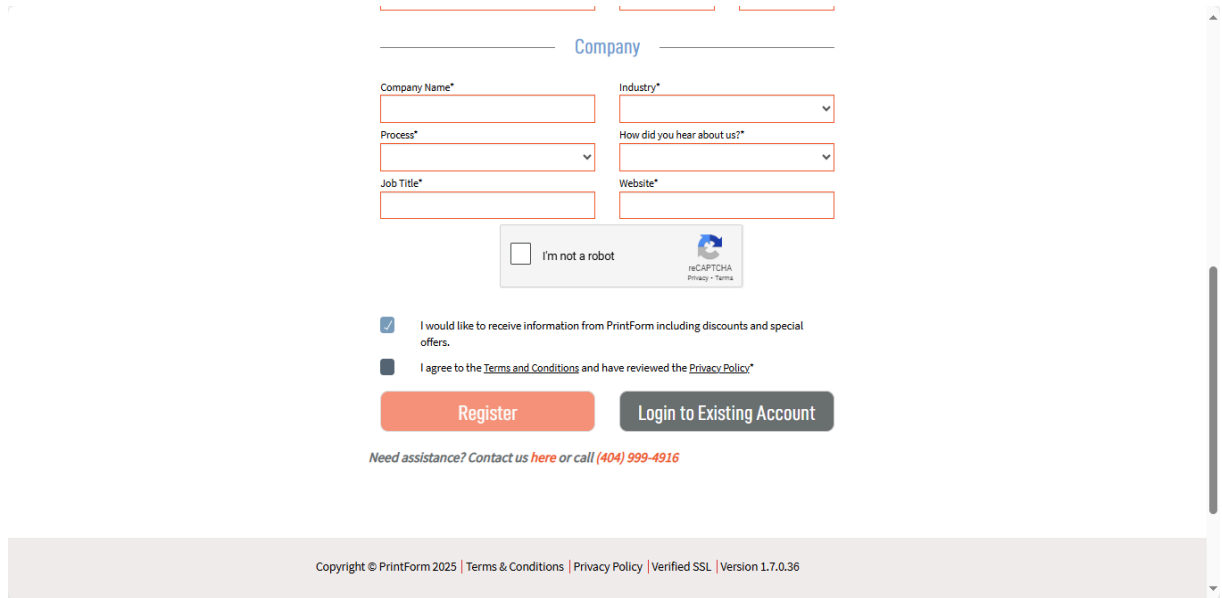
→ Complete Company Information

Business Details:

- **Company Name:** Your organization's legal name
- **Industry:** Select from dropdown (e.g., Aerospace, Medical)
- **Process:** Select your manufacturing process
- **How did you hear about us?:** Select marketing source
- **Job Title:** Your professional position
- **Website:** Company URL (optional).

→ Review and Accept Policies (Options):

- ☒ Check box to receive promotional emails (optional)
- ☒ *Must check* to agree to Terms & Conditions and Privacy Policy.



The registration form is titled "Company" and contains the following fields:

- Company Name* (text input)
- Industry* (dropdown menu)
- Process* (dropdown menu)
- How did you hear about us?* (dropdown menu)
- Job Title* (text input)
- Website* (text input)

Below the form fields is a reCAPTCHA widget with the text "I'm not a robot".

Below the reCAPTCHA widget are two checkboxes:

- ☒ I would like to receive information from PrintForm including discounts and special offers.
- ☐ I agree to the [Terms and Conditions](#) and have reviewed the [Privacy Policy](#)*

At the bottom of the form are two buttons: "Register" (orange) and "Login to Existing Account" (dark grey).

Below the buttons is a link: "Need assistance? Contact us [here](#) or call (404) 999-4916".

At the very bottom of the page is a footer: "Copyright © PrintForm 2025 | [Terms & Conditions](#) | [Privacy Policy](#) | [Verified SSL](#) | Version 1.7.0.36".

→ Finalize Registration

- Click "Register" button
- You will receive a confirmation email (check spam folder)
- A confirmation pop-up will appear.
- You'll be redirected to the **login page**.

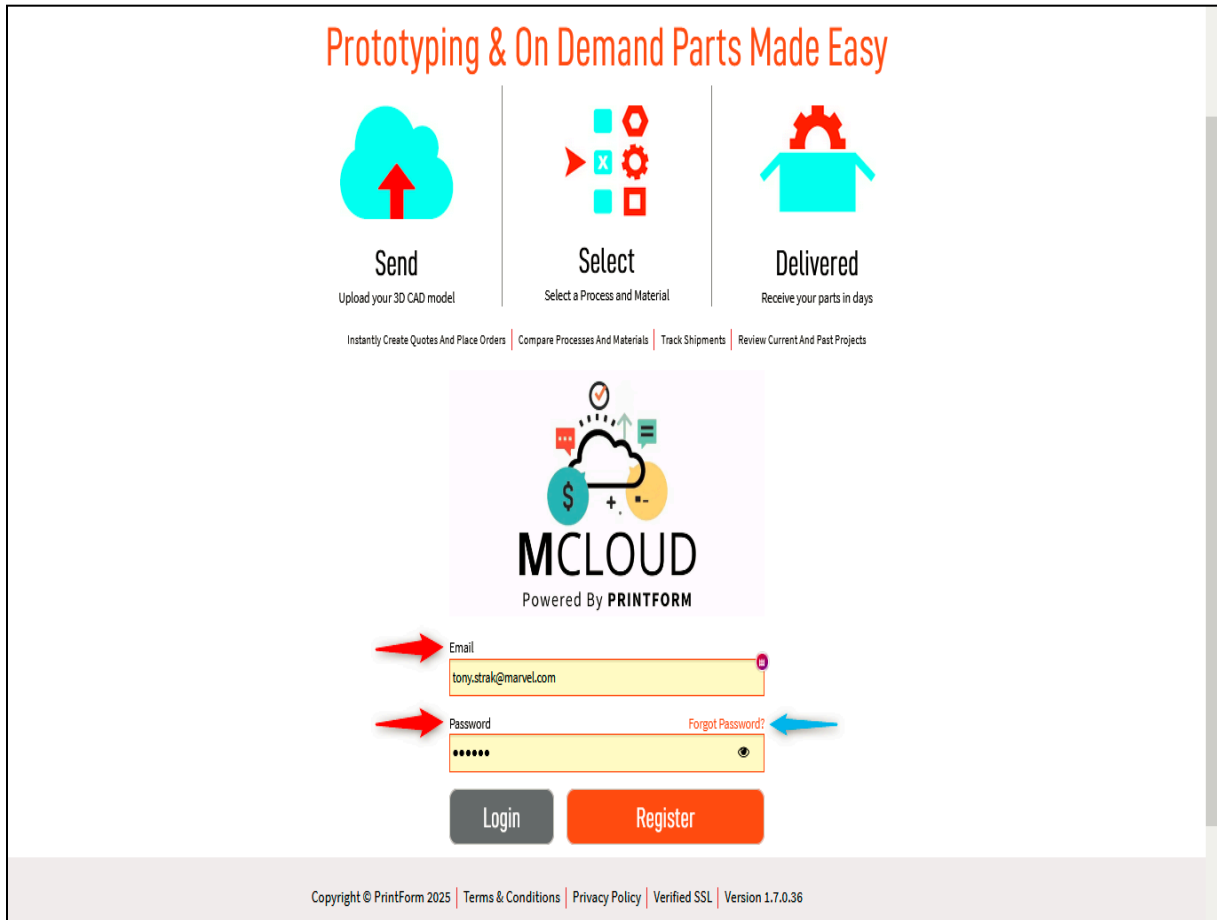
3.2 Post-Registration Login

→ Automatic Redirect

- ◆ After successful registration:
 - Pop-up appears: "Click Login to continue"
 - Click "OK" → redirects to login page

→ First-Time Login

- ◆ Enter your registered email
- ◆ Enter created password
- ◆ Click "Login"



Prototyping & On Demand Parts Made Easy

Send
Upload your 3D CAD model

Select
Select a Process and Material

Delivered
Receive your parts in days

Instantly Create Quotes And Place Orders | Compare Processes And Materials | Track Shipments | Review Current And Past Projects

MCloud
Powered By **PRINTFORM**

Email
tony.strak@marvel.com

Password
.....

Forgot Password?

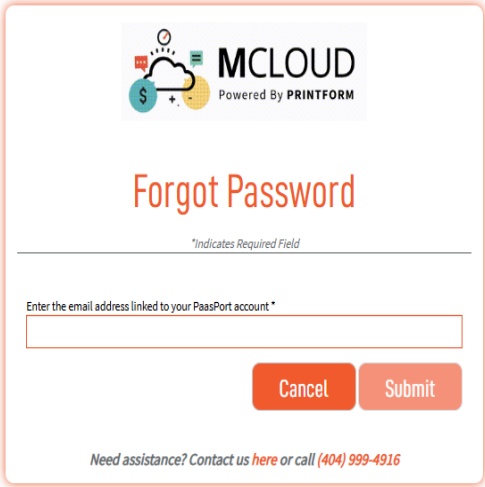
Login Register

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→ Password Recovery

- ◆ On login page:
 - Click "Forgot Password?"
 - Enter registered email

- Check inbox for reset link
- Create new password
- Return to login page



The screenshot shows a web form titled "MCloud" with the subtext "Powered By PRINTFORM". The form is for "Forgot Password". It includes a text input field with the placeholder "Enter the email address linked to your PassPort account *". Below the input field are two buttons: "Cancel" and "Submit". At the bottom of the form, there is a link: "Need assistance? Contact us [here](#) or call (404) 999-4916".

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Post-Login: Compliance Notice

After logging in, you'll see an **Important Notice**:

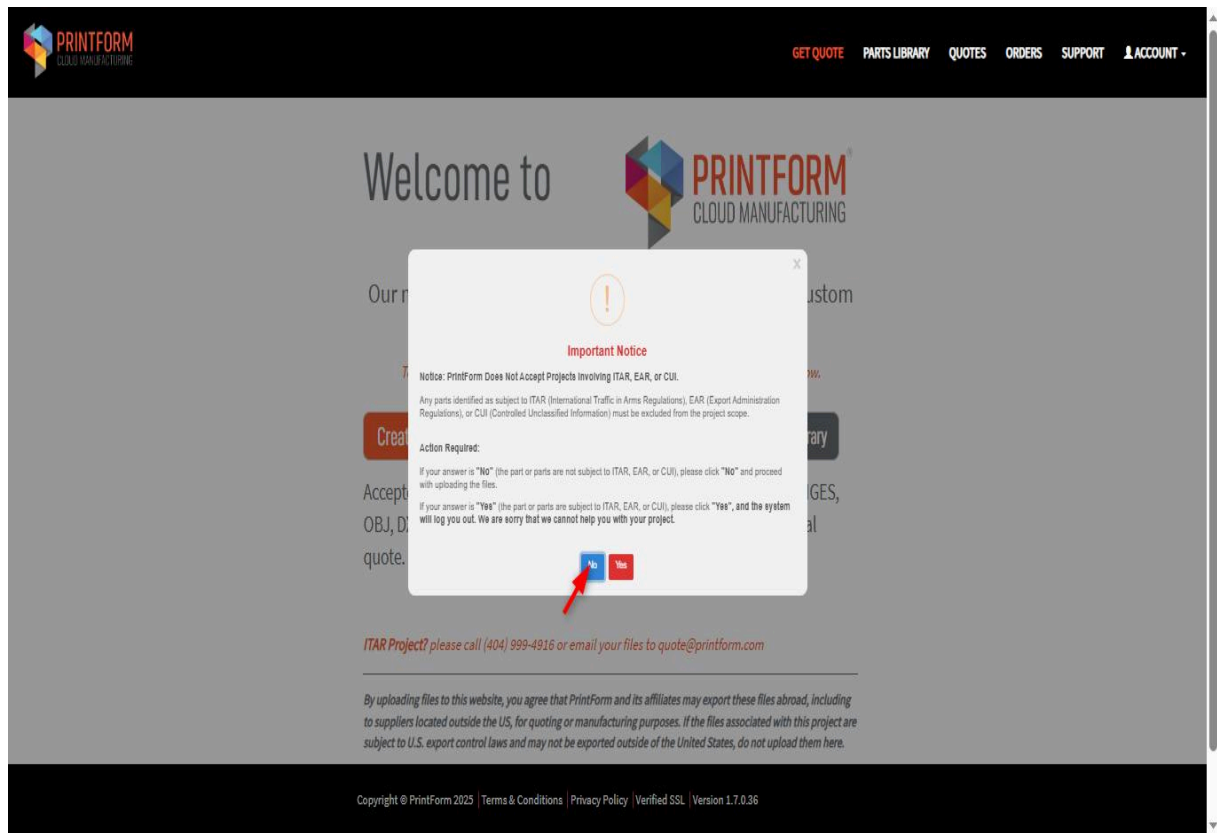
"PrintForm Does Not Accept Projects Involving ITAR, EAR, or CUI."

Action Required:

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- Click "No" → Proceed if your project complies.
- Click "Yes" → System logs you out (ITAR/EAR projects are restricted).



4. Dashboard Navigation

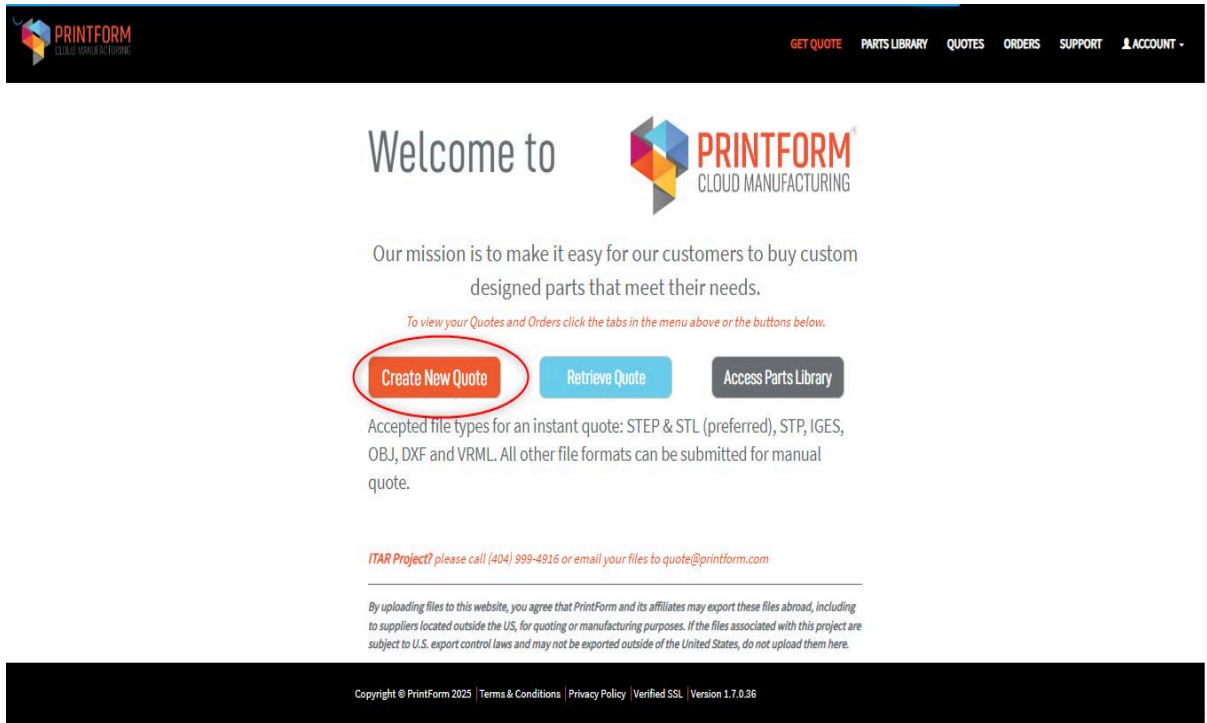
Main Menu Options:

1. **Create New Quote** – Upload files for instant quoting.
2. **Retrieve Quote** – View past quotes by ID.

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3. **Access Parts Library** – Manage saved parts.
4. **Quotes/Orders** – Track submissions.

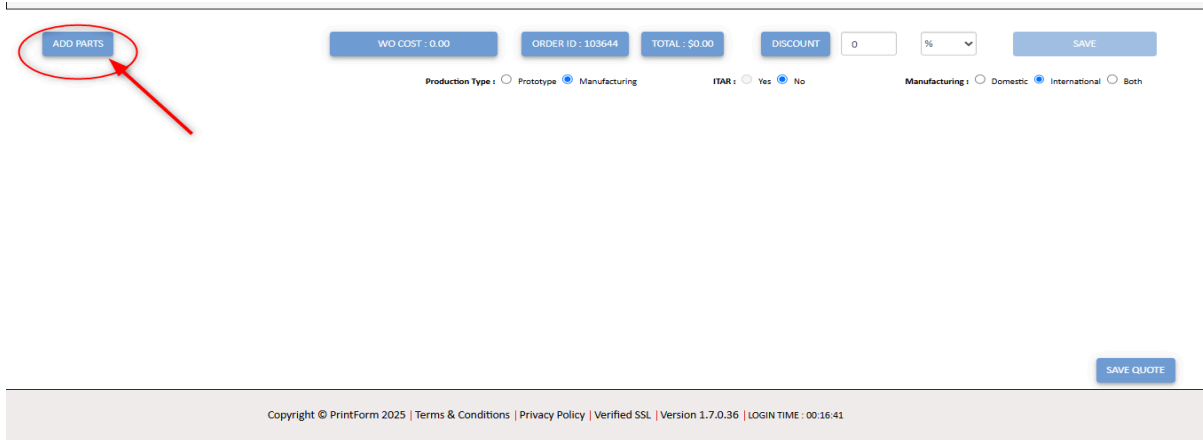


5. New Quote Creation

- Now to create new Quote, click on **“Create New Quote”**

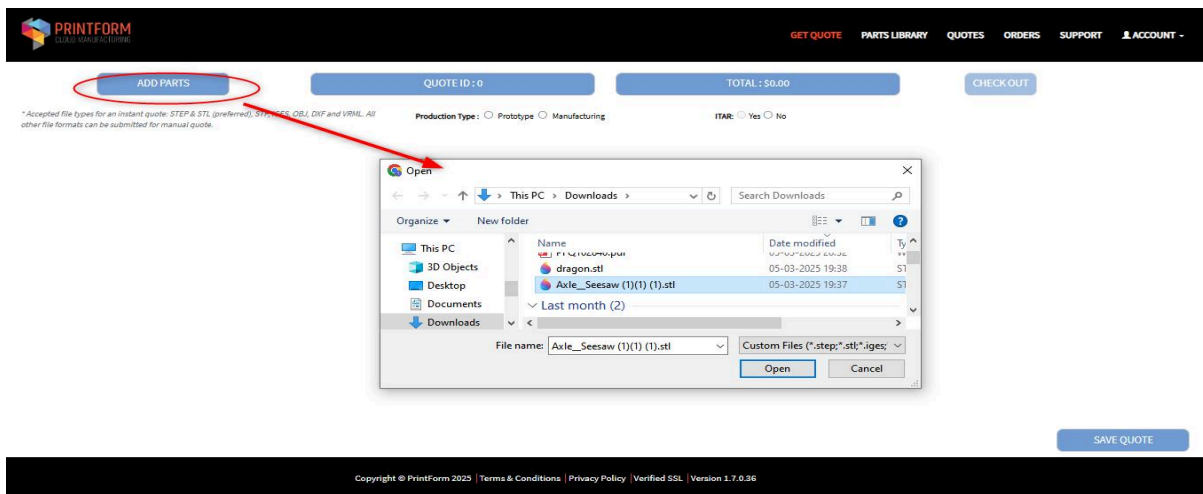
After creation of quote, we can add the parts on the quote

- Click on **“ADD PARTS”**
- We can add multiple parts to a single quote




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- Select file Click on OPEN
- Accepted Formats:
- Preferred: STEP, STL
- Also Accepted: STP, IGES, OBJ, DXF, VRML



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[GET QUOTE](#)
[PARTS LIBRARY](#)
[QUOTES](#)
[ORDERS](#)
[SUPPORT](#)
[ACCOUNT](#)

[ADD PARTS](#)

QUOTE ID : 103630

MANUAL QUOTE REQUIRED

[SAVE AND SUBMIT](#)

*Accepted file types for an instant quote: STEP & STL (preferred), STP, IGES, OBJ, DXF and VRML. All other file formats can be submitted for manual quote.

Production Type : ☐ Prototype ☒ Manufacturing

ITAR : ☐ Yes ☒ No

Manufacturing : ☐ Domestic ☐ International ☐ Both

INCH
 MM
 3D VIEWER

X: 4.01
Y: 5.30
Z: 6.68

Manual quote required.
Please save and submit for a quick manual review.

dragon.stl

PROCESS
 MATERIAL
 FINISH
 LEAD TIME
 HTS CODE
 NOTES

SLA
SLS
FDM
MJF
Compression Mold
Compression Molded Parts
Extrusion Tooling
Extruded Parts

DMLS
Cast Urethane
CNC Machining
Sheet Metal
Injection Molding
Injection Molding Parts
Die Casting
Cast Urethane Parts

PART SUMMARY

Process : SLA
Material : ABS-Like White
Finish : Standard
Lead Time : Standard
HTS Code :
Each : TBD

SUB TOTAL : TBD

Customer Notes

[SAVE QUOTE](#)

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- Dimensions of the part mentioned in the tab,
 - INCH
 - MM
 Also 3D view button (user can view in diff angles).

INCH
 MM
 3D VIEWER




X: 4.01
Y: 5.30
Z: 6.68

Please confirm if the design dimensions shown are mm or inch.

dragon.stl




- User can select the process for the part from the following options

PROCESS	MATERIAL	FINISH	LEAD TIME	HTS CODE	NOTES
<input checked="" type="radio"/>	SLA		<input type="radio"/>	DMLS	
<input type="radio"/>	SLS		<input type="radio"/>	Cast Urethane	
<input type="radio"/>	FDM		<input type="radio"/>	CNC Machining	
<input type="radio"/>	MJF		<input type="radio"/>	Sheet Metal	
<input type="radio"/>	Compression Mold		<input type="radio"/>	Injection Molding	
<input type="radio"/>	Compression Molded Parts		<input type="radio"/>	Injection Molding Parts	
<input type="radio"/>	Extrusion Tooling		<input type="radio"/>	Die-Casting	
<input type="radio"/>	Extruded Parts		<input type="radio"/>	Cast Urethane Parts	

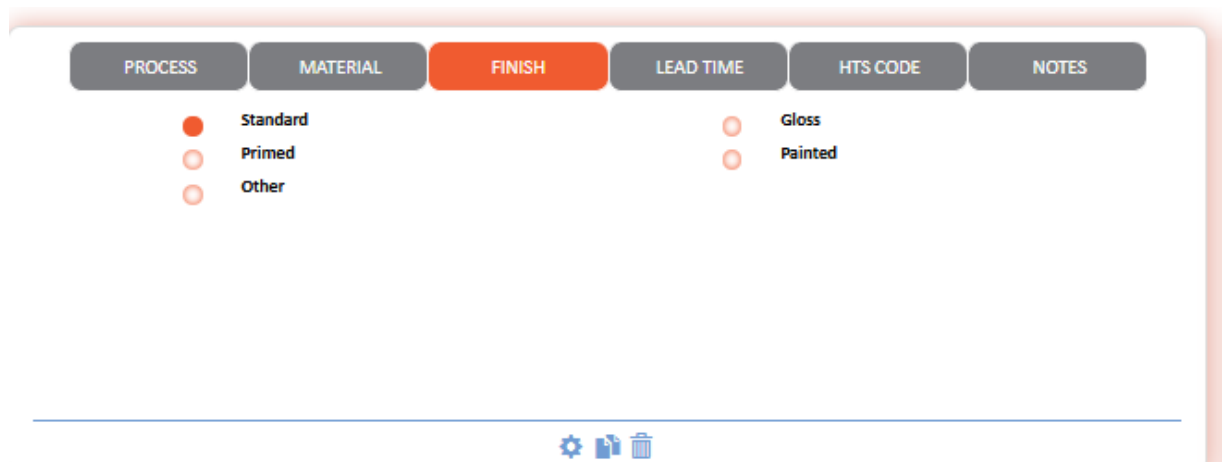




- User can select material as per requirements from the given options.

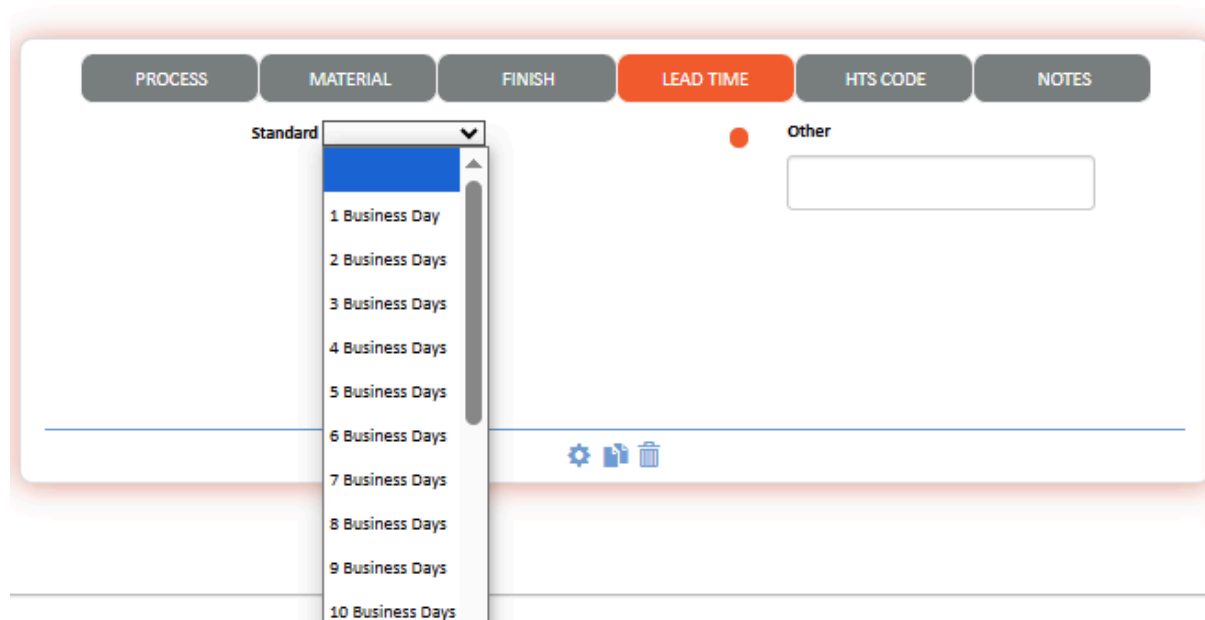
PROCESS	MATERIAL	FINISH	LEAD TIME	HTS CODE	NOTES
	<input checked="" type="radio"/> ABS-Like White		<input type="radio"/>	PC-Like Frosted	
	<input type="radio"/> ABS-Like Black		<input type="radio"/>	High Impact ABS-Like White	
	<input type="radio"/> PP-Like White		<input type="radio"/>	PC-Like, Clear	
	<input type="radio"/> High Temp ABS-Like		<input type="radio"/>	Other	

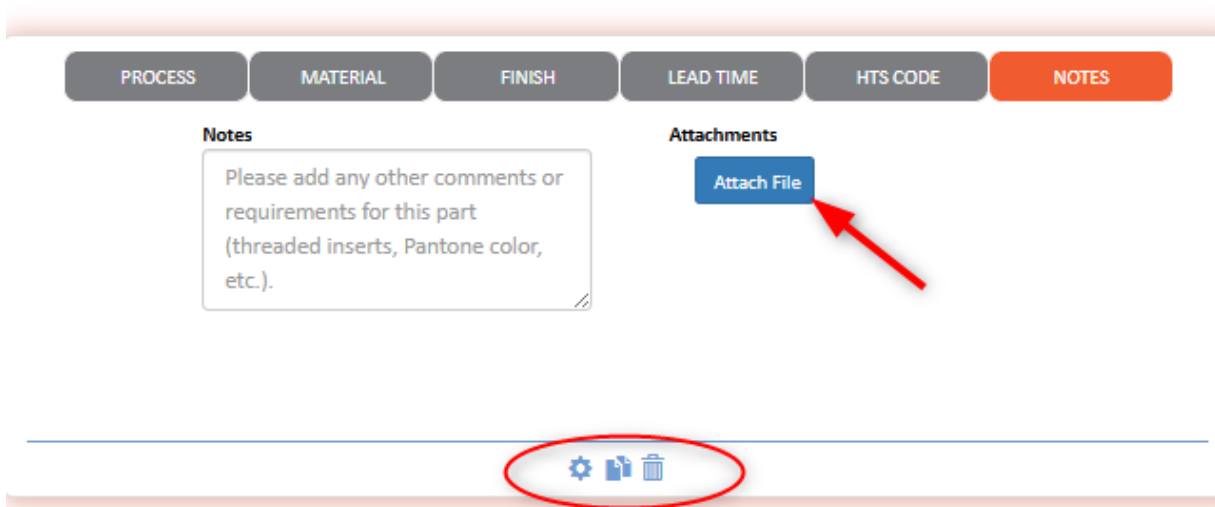
- Select Finish as per requirement from the given options.



- Lead time is used for expected delivery days
- user can select it from given days in the dropdown and also to manually put desired days into other option.
- automatically 3 days set as lead time.
- User can Add HTS Code .



- In Notes user able to add additional info regarding to the parts or able to attach files related to the parts.
- Below in circle their is 3 options (apply to all , duplicate and remove).



Notes

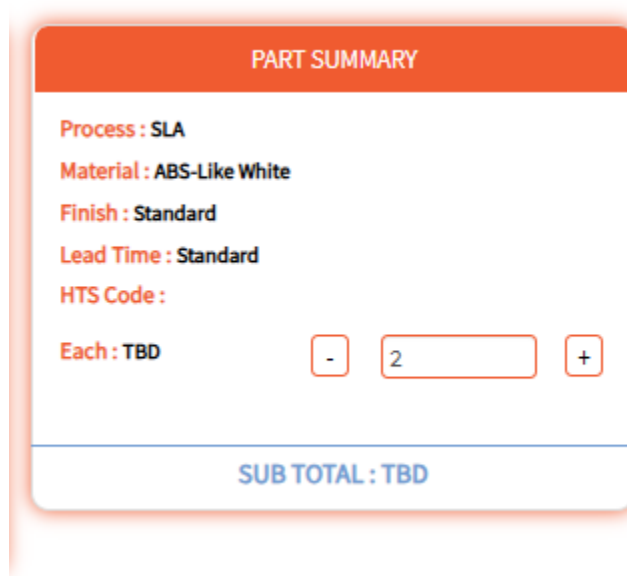
Please add any other comments or requirements for this part (threaded inserts, Pantone color, etc.).

Attachments

Attach File

Settings, Duplicate, Remove

- In this part summary user can view all the selected option regarding the part
- User can change the quantity ('+' add quantity, '-' sub quantity)



PART SUMMARY

Process : SLA

Material : ABS-Like White

Finish : Standard

Lead Time : Standard

HTS Code :

Each : TBD - 2 +

SUB TOTAL : TBD

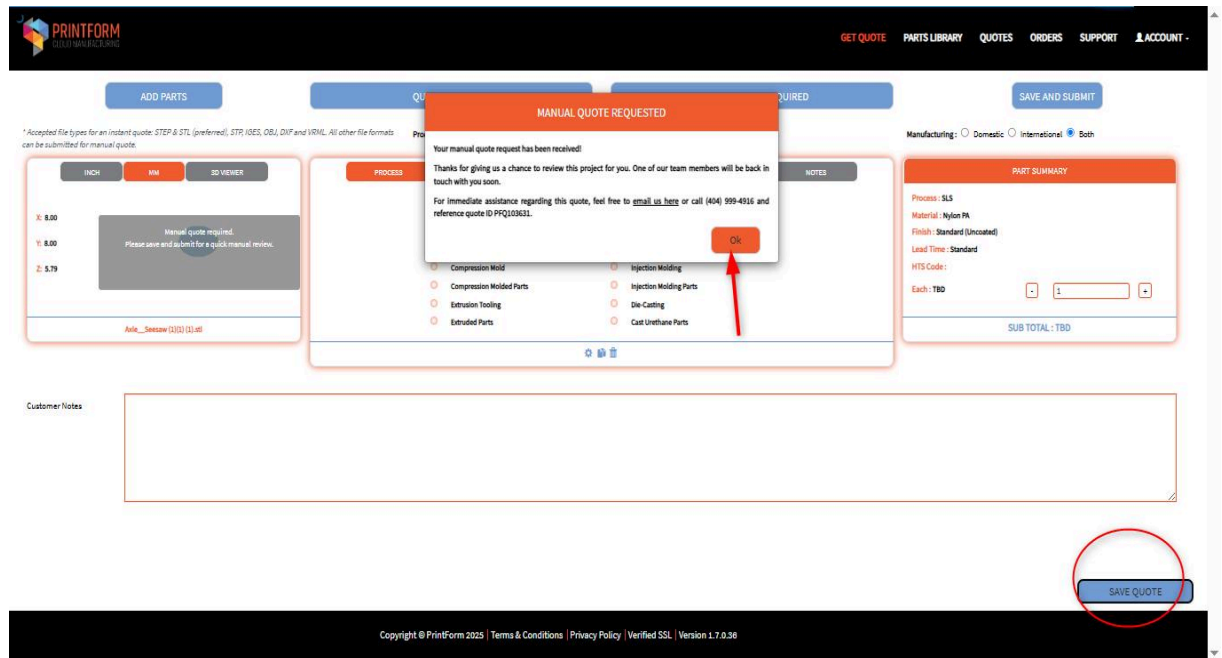
- Also in above section
- 1. User able to select production type('prototype', 'Manufacturing')
- 2. ITAR (International Traffics in Arms Regulation) by yes and no if it is 'yes' then you cant able to quote
- 3. Manufacturing gives 3 options(domestic,international ,both) as per requirement user can select it.

Production Type : ☐ Prototype ☒ Manufacturing

ITAR : ☐ Yes ☒ No

Manufacturing : ☐ Domestic ☒ International ☐ Both

- Once you Click on **Save Quote** Button.
- User will get Pop up message



MANUAL QUOTE REQUESTED

Your manual quote request has been received!

Thanks for giving us a chance to review this project for you. One of our team members will be back in touch with you soon.

For immediate assistance regarding this quote, feel free to [email us here](#) or call (404) 999-4916 and reference quote ID PPQ103623.

Ok

PART SUMMARY

Process: SLS
Material: Nylon PA
Finish: Standard (Uncoated)
Lead Time: Standard
HTS Code:
Each: TBD






SUB TOTAL: TBD

SAVE QUOTE





6.After Quote Submission

Once you submit a quote, you'll access the Quote Dashboard with these features:

Key Information Displayed:

-  **Quote Status** (e.g., "Under Review", "Approved")
-  **Quote ID** (Unique reference number)
-  **Submission Date & Time**
-  **Price Estimate** (If available)
-  **Assigned Account Executive** (AE)

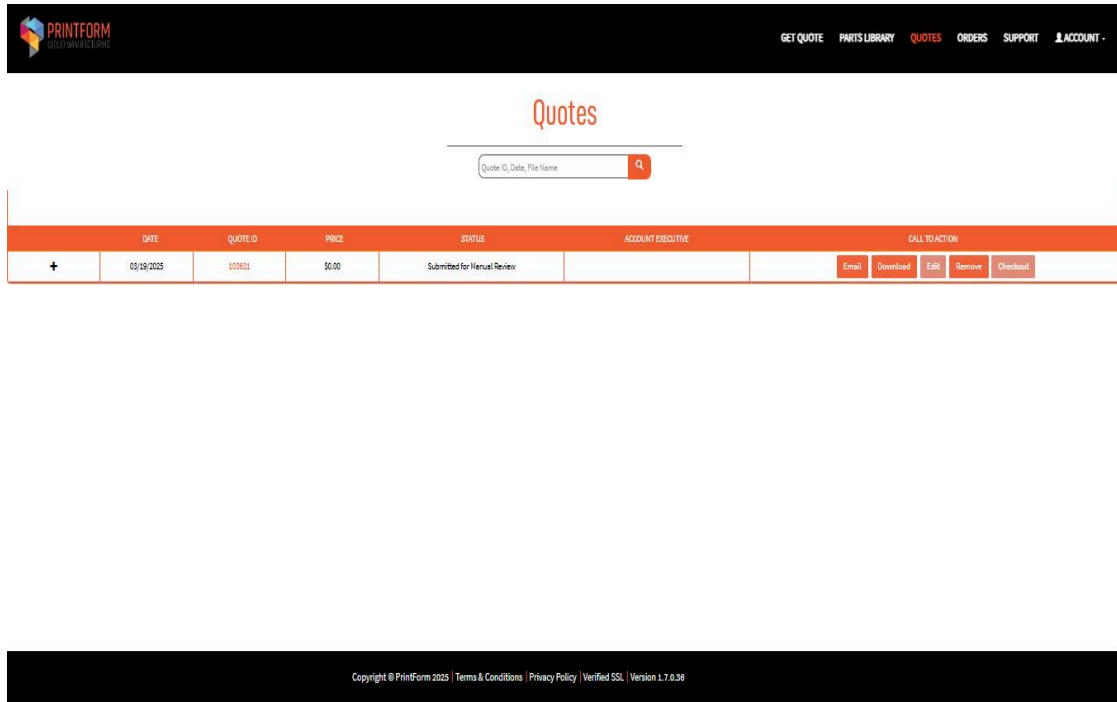
Call-to-Action Buttons:

Button	Function
 Download PDF	Save formal quotation document
 Email Team	Contact your AE directly
 Edit Quote	Modify details (if status allows)
 Remove	Delete quote draft

Next Steps:

- Your assigned team member will contact you within **24 business hours**

- For urgent inquiries, use the **Email Team** button



The screenshot shows the 'Quotes' page in the PRINTFORM interface. At the top, there is a navigation bar with links: GET QUOTE, PARTS LIBRARY, QUOTES (active), ORDERS, SUPPORT, and ACCOUNT. Below the navigation bar, the word 'Quotes' is displayed in a large, stylized font. Underneath, there is a search bar with the placeholder text 'Quote ID, Date, File Name' and a magnifying glass icon. The main content area features a table with the following structure:

	DATE	QUOTE ID	PRICE	STATUS	ACCOUNT EXECUTIVE	CALL TO ACTION
+	03/18/2025	100001	\$0.00	Submitted for Manual Review		Email Download Edit Remove Checkout




At the bottom of the page, there is a footer with the text: Copyright © PrintForm 2023 | Terms & Conditions | Privacy Policy | Verified SSL | Version 1.7.0.38

7.Parts Library Management

Accessing Your Parts Library

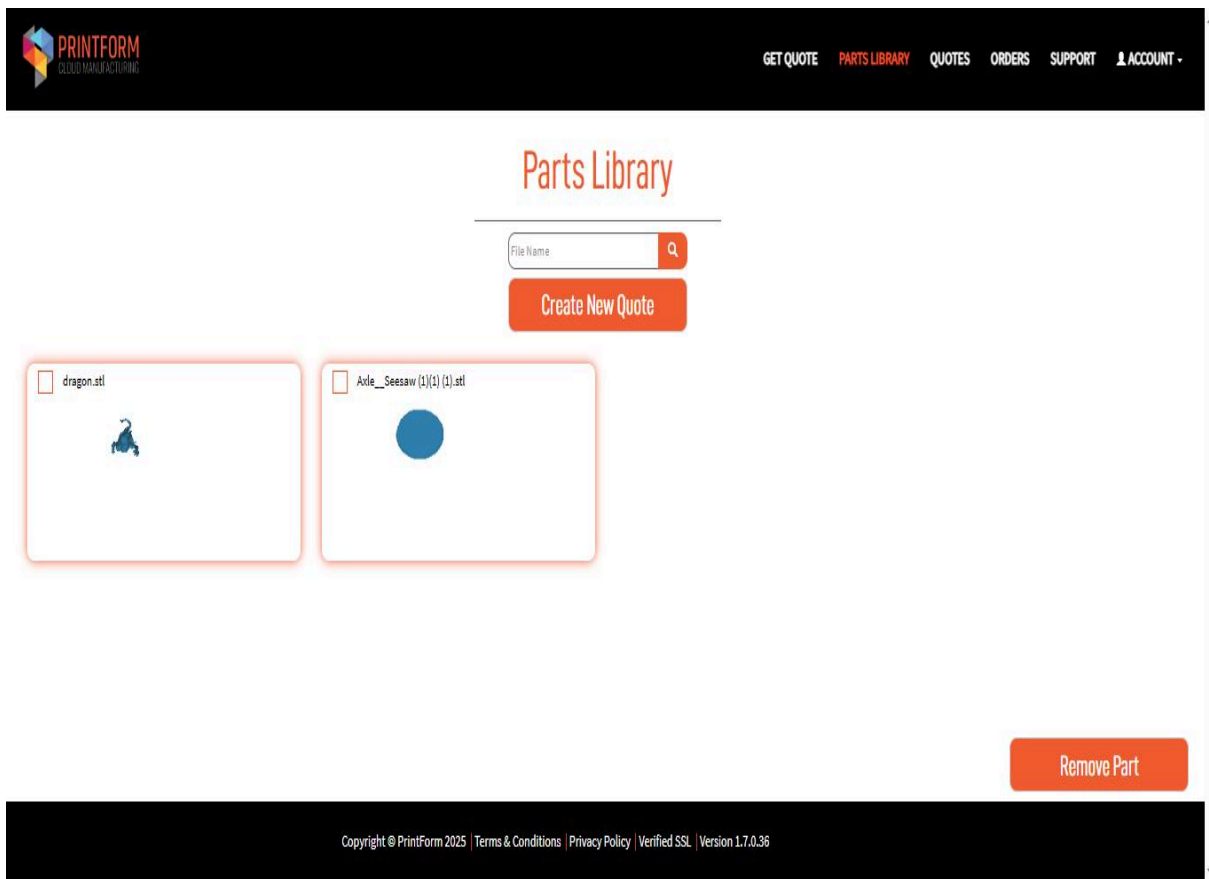
1. Click "**Parts Library**" in main menu
2. View all saved components/designs

Available Actions:

-  **Create New Quote:** Generate new quote from saved part
-  **Search:** Find parts by name/ID
-  **Remove Part:** Delete obsolete items (confirmation required)

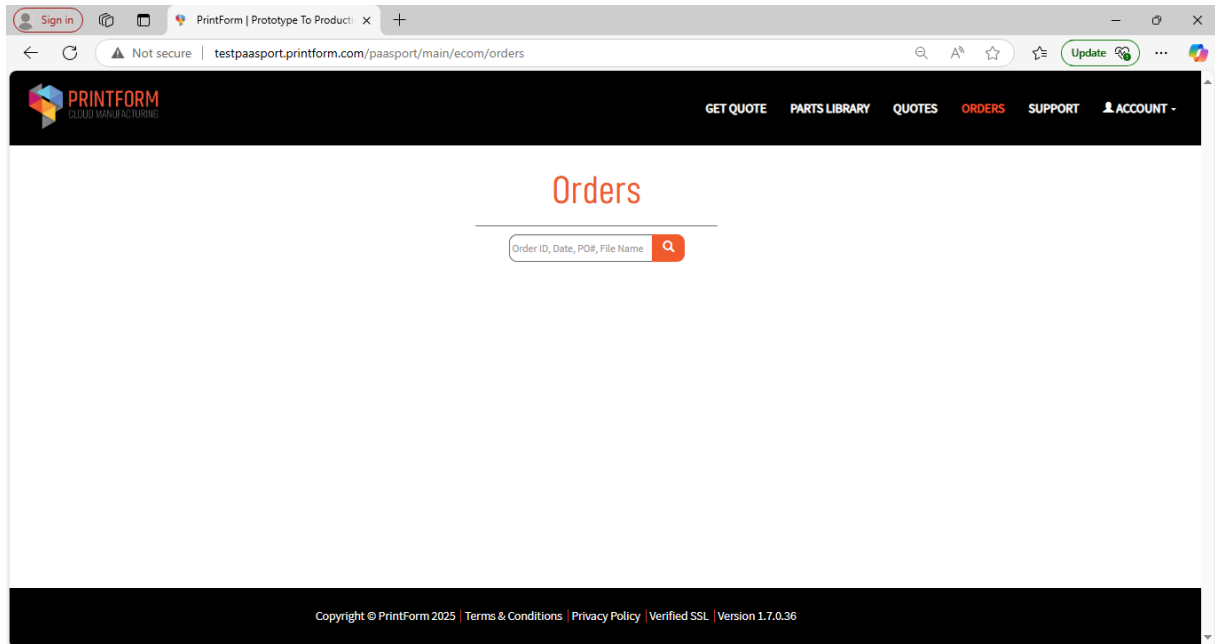
File Requirements:

- Supported formats: STEP, STL, STP, IGES, OBJ
- Max file size: 50MB per part



8.Orders Page

- When a customer's quote is converted to an order, the order will appear in the Orders page



9. Account Management

9.1 Profile Settings (Edit Information)

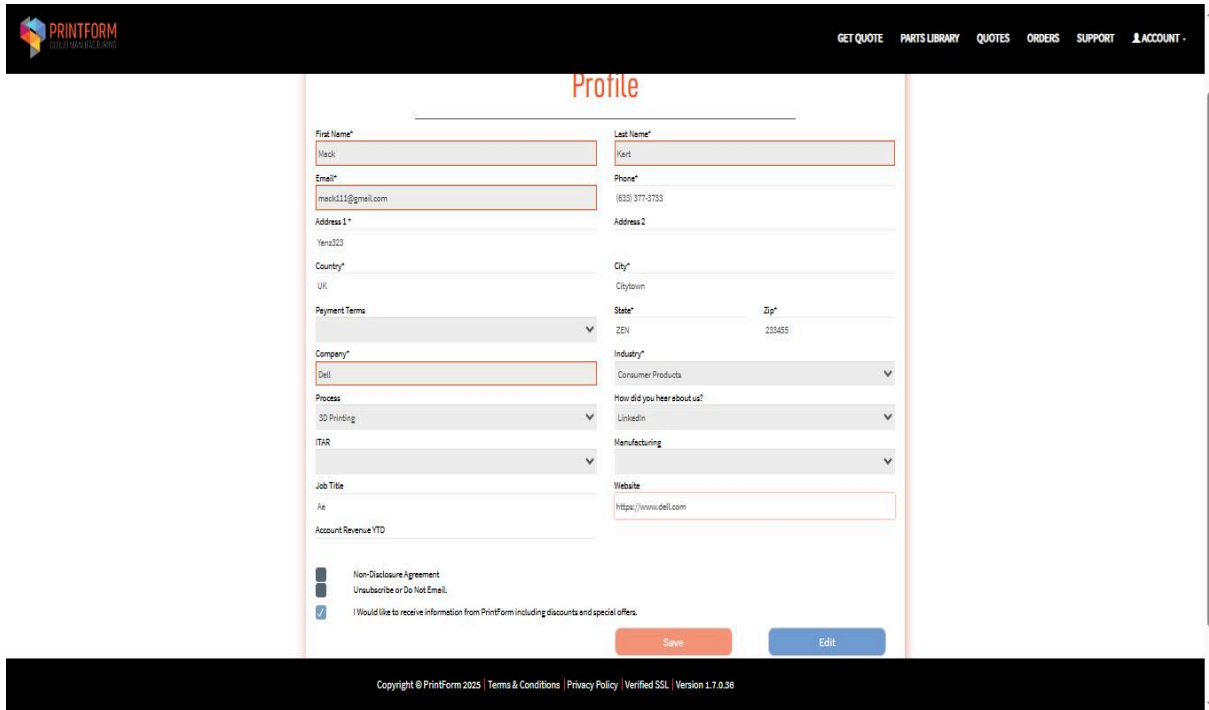
Access via **Account** → **Profile**

Editable Fields:

- Contact details (phone, address)
- Company information
- Job title
- Communication preferences

- Payment terms

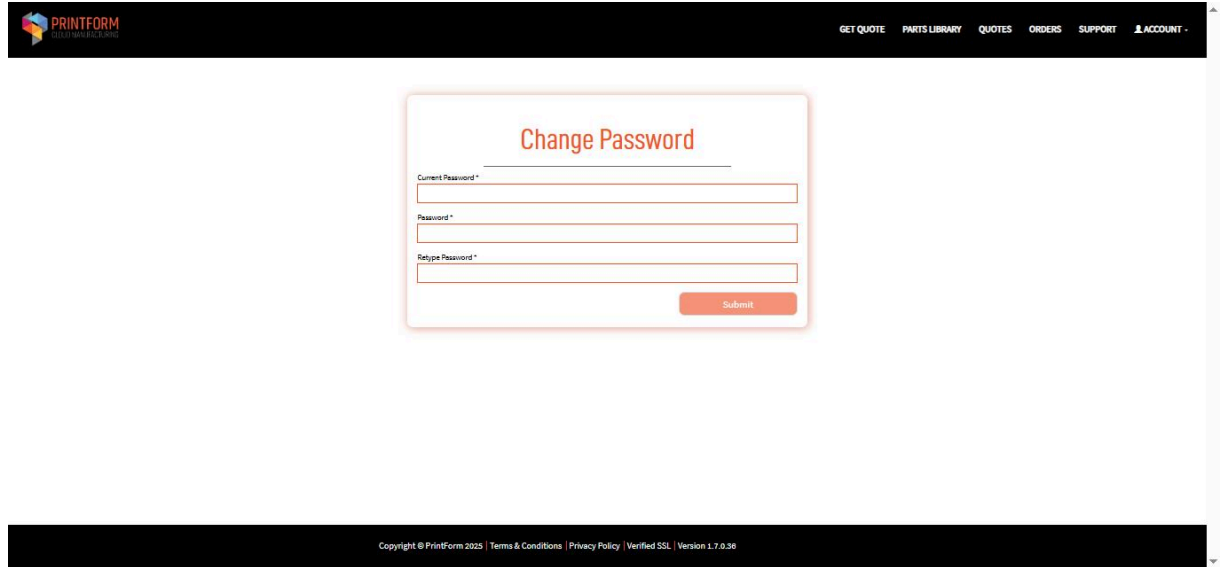
Note: Asterisk (*) denotes required fields



The screenshot shows the 'Profile' page of the PRINTFORM Cloud Manufacturing platform. The page is divided into two main columns for user information. The left column includes fields for First Name (Mack), Last Name (Kart), Email (mack111@gmail.com), Phone (633 377-3733), Address 1, Address 2, City (Citytown), State (ZEN), and Zip (238455). The right column includes fields for Company (Dell), Industry (Consumer Products), How did you hear about us? (LinkedIn), Manufacturing, and Website (https://www.dell.com). Below these fields are checkboxes for 'Non-Disclosure Agreement', 'Unsubscribe or Do Not Email', and 'I would like to receive information from PrintForm including discounts and special offers.' At the bottom of the form are 'Save' and 'Edit' buttons. The footer of the page contains copyright information: 'Copyright © PrintForm 2025 | Terms & Conditions | Privacy Policy | Verified SSL | Version 1.7.0.38'.

9.2 Password Management

1. Go to **Account** → **Change Password**
2. Enter:
 - Current password
 - New password (min. 8 characters)
 - Confirm new password
3. Click on the **"Update Password"**



PRINTFORM
CLOUD MANUFACTURING

GET QUOTE PARTS LIBRARY QUOTES ORDERS SUPPORT ACCOUNT

Change Password

Current Password *

Password *

Retype Password *

Submit

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Logging Out

- Click **Account** → **Log Out**
- System confirms successful sign-out

