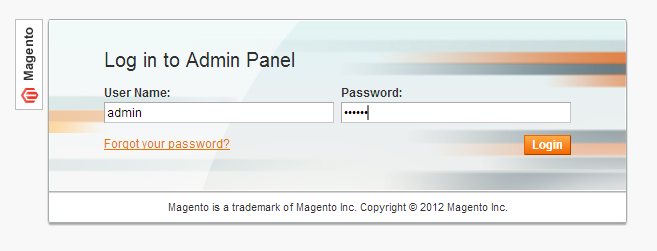
# ETE Reman User Guide

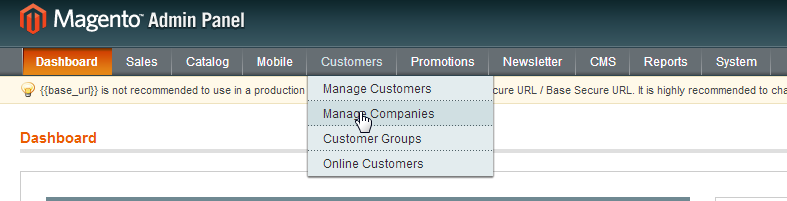
### How to register new company?

1. Open Admin Panel - http://Your Domain Name/index.php/admin/;

2. Enter your Name and Password:

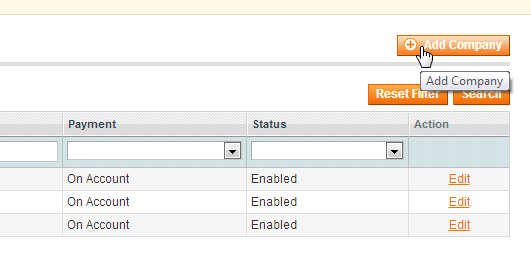


3. Open "Manage Companies" menu:

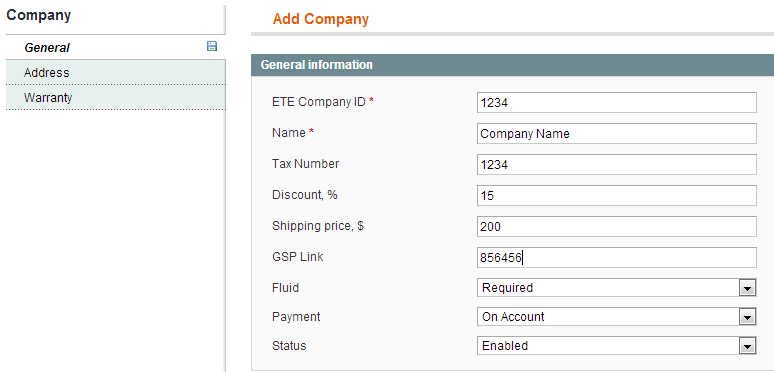


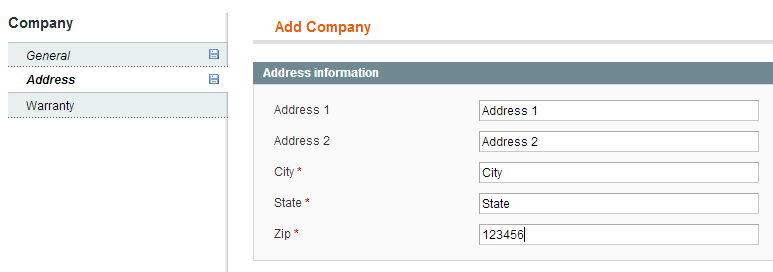
4. On that page you can edit already available companies and create new ones.

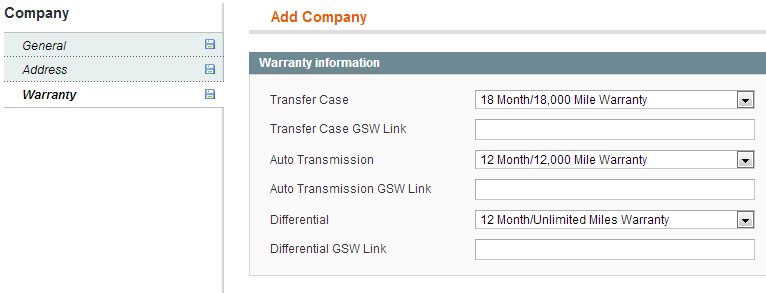
In order to create new company press on "Add Company" button in the right top corner:



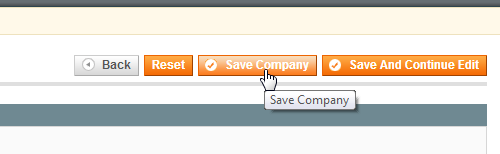
5. Fill in all necessary fields for General, Address and Warranty groups of attributes:



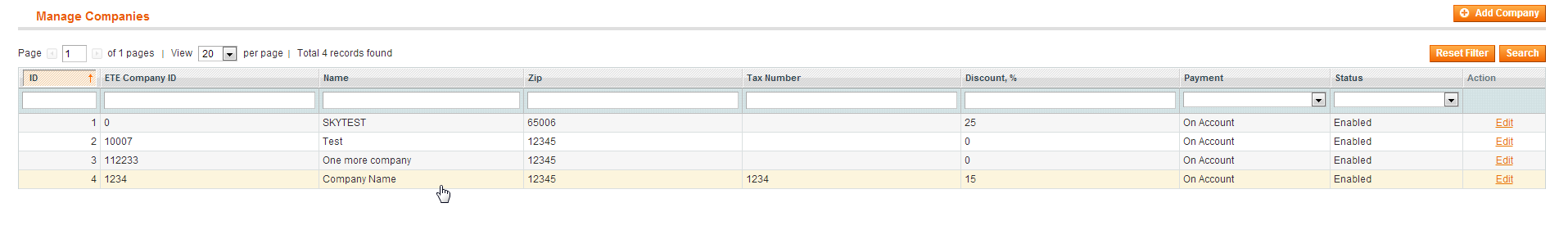
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6. Press "Save Company" button in the top right corner to save data:



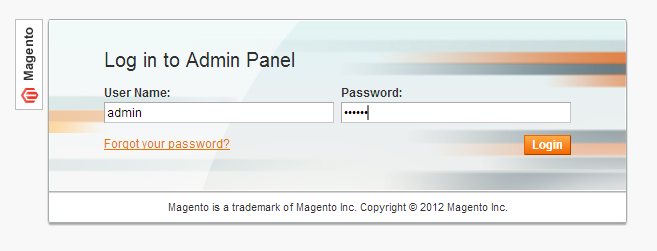
When it is done you will be redirected to list of companies where you can add another company or edit existing one.



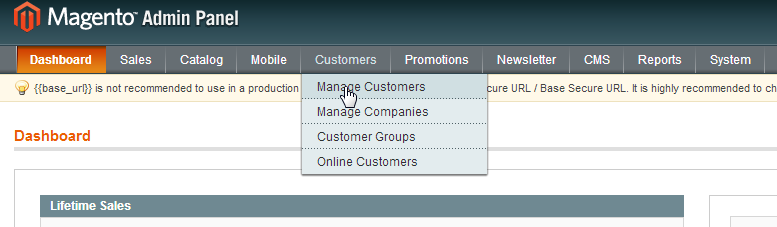
### Create New Customer User

1. Open Admin Panel - http://Your Domain Name/index.php/admin/;

2. Enter your Name and Password:

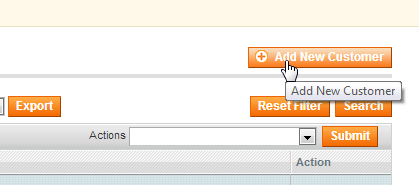


3. Open "Manage Customers" menu:

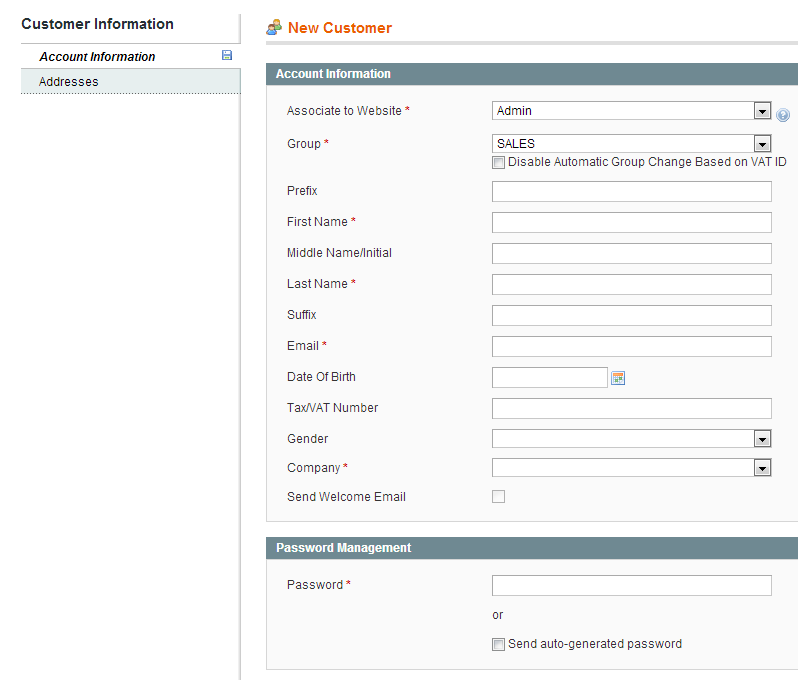
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4. On that page you can edit already available customers and create new ones.

In order to create new company press on "Add New Customer" button in the right top corner:

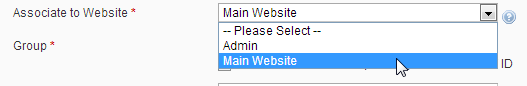


5. Fill in all necessary fields for Account Information:

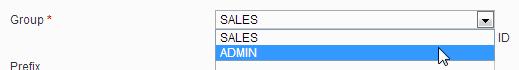


Fields Explanation:

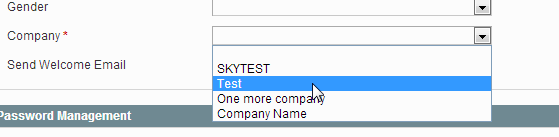
1. **Associate to Website:** Main Website should be selected in order to assign new user to Ete Reman catalog site not to Admin

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**2. Group:** New Customer Roles could be assigned here - SALES - have full access to Online Quotes; ADMIN -have full access to Online Quotes and can create new under his company account;



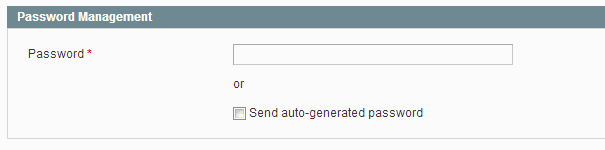
**3. Company:** Connect New User to Company profile in order to assign all Companies features for this user. So Select necessary Company name from drop box;



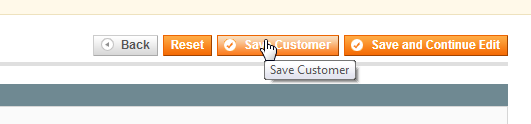
1. **Send Welcome Email:** If necessary check the select box (Optional)



1. **Password Management:** Assign new password for user or check the auto-generated password select box.



1. Press "Save Customer Button" in the right top corner to save data:



When it is done you will be redirected to list of customers (users) where you can add another customer or edit existing one.

