

How to Set Up a New User Account

A Quick Overview



Creating a New User Login and Password



OED recommends that each person at your dealership has his or her own login and password. We also recommend that at least one person at the dealership become a "Super User" who can oversee all the other users. This is beneficial in case a "User" forgets their password or if a change in personnel occurs and a user needs to be removed. The Super User can also restrict the information that each User can see – statements, invoices, etc.

To create a new account, click on the "Dealer Login" button at the top right of the page.

The screenshot shows a web browser window with two tabs for "Outdoor Equipment Distributors". The address bar displays "https://oed.sites.aes2.com". In the top right corner of the page, the "Dealer Login" button is circled in red, with a red arrow pointing to it from the text above. The page header includes the OED logo, the company name "Outdoor Equipment Distributors, Inc.", a search bar with the text "Search by keywords or item #s...", a "Search" button, and a cart icon with the text "Your cart is empty". The navigation menu at the bottom of the header contains links for "Products", "Place an Order", "Dealer Resources", "About Us", and "My Account", along with social media icons for Facebook and Instagram. Below the navigation menu is a large banner with the word "WELCOME" in bold black letters, flanked by the OED logo on both sides.

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You then need to click on the **"Sign Up"** link for the initial set up.

The screenshot shows the website's header with contact information (info@oedinc.com, (919) 876-6937), a Dealer Login button, and an Online Bill Pay button. The main navigation bar includes Products, Place an Order, Dealer Resources, About Us, and My Account. A search bar and a cart icon (Your cart is empty) are also present. The main content area features a 'Log In' section with a 'Shop by Category' sidebar listing brands like ECHO, SHINDAIWA, and BILLY GOAT. The login form includes fields for Username or Email Address and Password (case sensitive), a 'Remember me' checkbox, and a 'Log in' button. A 'Forgot Your Password?' link is also visible. Below the login form, a 'Don't have an account? Sign up' link is circled in red, with a red arrow pointing to it from the text above. To the right, a section titled 'Why have an account?' lists benefits for registered customers, such as current pricing and 24-hour order placement.



Creating a New User Login and Password

Enter your name and email address. Once submitted, you will receive an email to the address provided to test that it is a valid email address. You will have 24 hours to click on the link in the email before it becomes invalid. If the link becomes invalid, you will need to start the process over.

Create an Account

Name (First Last)

Email

Your Request Has Been Received

What happens next?

In a few moments, you should receive a confirmation link to your email address rwoodlief@oedinc.com from weborder@oedinc.com.
(Sometimes these get caught in a spam filter, so you may have to look in your junk mail).

[Resend Email](#)

To change your email address, [Click Here](#).

When you receive the message, click the confirmation link.

That link will return you to the site and prompt you for more information to finish setting up your account.

**Screen
Confirmation**

Dear Rhonda Woodlief,

Thanks for requesting an online web account with Outdoor Equipment Distributors, Inc.

We need to confirm your email address.

Please follow the link below which will return you to our site and confirm your email address.
Once your email address is confirmed, you will be able to complete your online account information.

Please click this link to confirm your email address.

http://oed_sites_aes2.com/Secondary/NewWebAccountConfirm?uid=f71eb5ad-2bf3-48d5-9fb2-7397a34a8e54

**Validation
E-mail**



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After clicking on the email link, you will be directed to a page to set up your user account.

You will need to complete this sign up form and then click the toggle button on the lower right of the screen (not shown on image to the right) indicating that you agree to the terms of our website. Once this is completed, click the blue "Submit" button.

Thank you for creating an account!

Your web user account registration has been completed

If you are an existing customer, we will contact you within 1-2 business days to begin establishing your online account.
If you are not currently a customer, we will contact you to begin the process to set up your account.

For immediate assistance, you can reach us at 919.876.6937

Thank you.

Screen Confirmation

Thanks for registering with Outdoor Equipment Distributors!

Your account is not yet active.

Before you can access your account we need to verify your account and complete the set-up process.
When this process has been completed you will receive an email notifying you that your account is active and ready to use.
Once you login you will have access to stock, pricing, quotes, invoices, and your own favorites list.

Your username will be: rwoodlief@oedinc.com

E-mail Confirmation

<https://www.oedinc.com>

Web Account Details

Please complete the form below to create a web account.

***Required Fields**

Name: Rhonda Woodlief

Email: rwoodlief@oedinc.com

* Company Name <input type="text" value="Outdoor Equipment Distributors"/>	* City <input type="text" value="Raleigh"/>
* Country <input type="text" value="United States"/>	* State/Province <input type="text" value="North Carolina"/>
* Physical Address 1 <input type="text" value="2721 Discovery Drive"/>	* Postal Code <input type="text" value="27616"/>
Physical Address 2 <input type="text"/>	* Phone <input type="text" value="9198766937"/>
* How did you hear about us? <input type="text" value="Advertisement"/>	Extension <input type="text"/>
* What is your primary business <input type="text" value="Retail"/>	* Requested Username <input type="text" value="rwoodlief@oedinc.com"/>
Customer ID (If known) <input type="text"/>	* Password (6 char min) <input type="text" value="....."/>
	* Confirm Password <input type="text" value="....."/>

Receive exclusive offers and info about our products & services.

Agree & Subscribe

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Once OED has set up your new user account, you will receive a confirmation email indicating that you are now able to access the site.

Please note, all dealers will need to establish new accounts. OED's Customer Service Dept. will be setting up the new user accounts as quickly as possible; however, we ask for your patience as we work through all the requests that will come in immediately after the website launch on June 3, 2019.

Your Login Has Been Linked to Your Outdoor Equipment Distributors, Inc. Account!

Dear Rhonda Woodlief,

Welcome to www.oedinc.com online store!

Your login name is: rwoodlief@oedinc.com

<https://www.oedinc.com>
