

# 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 open, both labeled "Outdoor Equipment Distributors". The address bar shows the URL "https://oed.sites.aes2.com". Below the address bar, there is contact information: "info@oedinc.com" and "(919) 876-6937". The main header area contains the OED logo, the company name "Outdoor Equipment Distributors, Inc.", a search bar with the placeholder text "Search by keywords or item #s...", a blue "Search" button, and a cart icon with the text "Your cart is empty". A red circle highlights the "Dealer Login" button in the top right corner of the header. A red arrow points from the text above to this button. Below the header is a dark navigation bar with links for "Products", "Place an Order", "Dealer Resources", "About Us", and "My Account", along with social media icons for Facebook and Instagram. At the bottom, a large banner features the OED logo on the left and right, and the word "WELCOME" in large, bold, black letters in the center.

# Creating a New User Login and Password



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 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 red arrow points from the 'Sign Up' link in the text above to the 'Sign up' link in the login form. Below the login form, there is a section titled 'Why have an account?' with a list of benefits for registered customers.

info@oedinc.com | (919) 876-6937

Dealer Login | Online Bill Pay

Outdoor Equipment Distributors, Inc.

Search by keywords or item #s... Search

Your cart is empty

Products | Place an Order | Dealer Resources | About Us | My Account | Follow Us: f @

## Log In

**Shop by Category**

- ECHO
- SHINDAIWA
- ECHO BEAR CAT
- BILLY GOAT
- WRIGHT MANUFACTURING
- VELKE/GOBBLER
- BROWN PRODUCTS
- VORTEXX

**Username or Email Address**

Enter your username or email

**Password (case sensitive)**

\*\*\*\*\*

[Forgot Your Password?](#)

Remember me

Don't have an account? [Sign up](#)

### Why have an account?

**Our registered customers have access to shopping and account management tools including:**

- Current pricing
- Order placement 24 hours a day, 7 days a week
- Personal and shared Favorites lists
- Purchase history and re-order form
- Account statements
- Invoice lookup and printing



# 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](mailto:rwoodlief@oedinc.com) from [weborder@oedinc.com](mailto: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](http://oed_sites_aes2.com/Secondary/NewWebAccountConfirm?uid=f71eb5ad-2bf3-48d5-9fb2-7397a34a8e54)

**Validation  
E-mail**



# Creating a New User Login and Password

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](mailto: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

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

Receive exclusive offers and info about our products & services.

Agree & Subscribe

# Creating a New User Login and Password

---



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](http://www.oedinc.com) online store!

Your login name is: [rwoodlief@oedinc.com](mailto:rwoodlief@oedinc.com)

<https://www.oedinc.com>

---