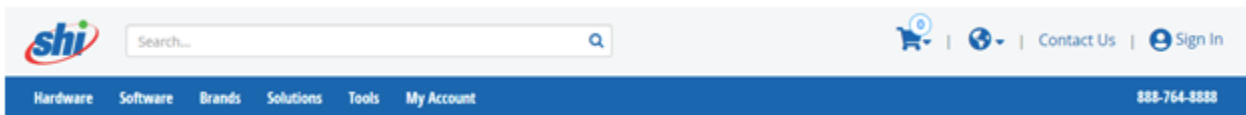


How To: User Register for SHI.com

SHI.COM User Registration

Step 1:

www.SHI.com



Step 2:

Create an account

The image shows the login and registration section of the SHI.com website. At the top is the SHI logo and the text "Sign in to your account". Below this is a form with two main sections: "Email or User Name" and "Password". The "Email or User Name" section has a text input field labeled "Username" and a checkbox for "Save Login". The "Password" section has a text input field labeled "Password" and a "Show" button. Below the password field is a green "Login" button. Underneath the login button is a link that says "Forgot UserName or Forgot Password". At the bottom of the form is an orange button that says "Need an account?". A red arrow points from the right towards the "Need an account?" button.

Step 3:

Click to enter Token code

1 Does your organization currently have an account with SHI?

A red arrow points from the right towards this button.

Step 4:


Enter information as shown:


Token- 118463

Access Key- XCYMPUQMN4

3 Enter your Customer Token / Access Key

Customer Token	Customer Access Key
118463	XCYMPUQMN4









Step 5:

Fill in necessary information and registration is complete




New User Registration

User Name *
 

Password *    Add more characters to meet the password requirements.

Password Tips

- Password must be **at least 10 characters**, and is **case sensitive**.
- Letters, numbers, spaces, and special characters are valid.
- Password cannot start or end with a space. Only 1 consecutive space allowed.
- Use a combo of easy to remember words such as "fashionable horseradish".

Full Name *  **Company Name ***  

Email Address * **Phone Number**

Sign me up for SHI Microsoft Monthly Newsletter
 Sign me up for SHI Solutions Monthly Newsletter

The data you submit via this form is collected and processed by SHI solely in order to complete your request. Your right and our commitments regarding your personal data are detailed in our [Privacy Statement](#).

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