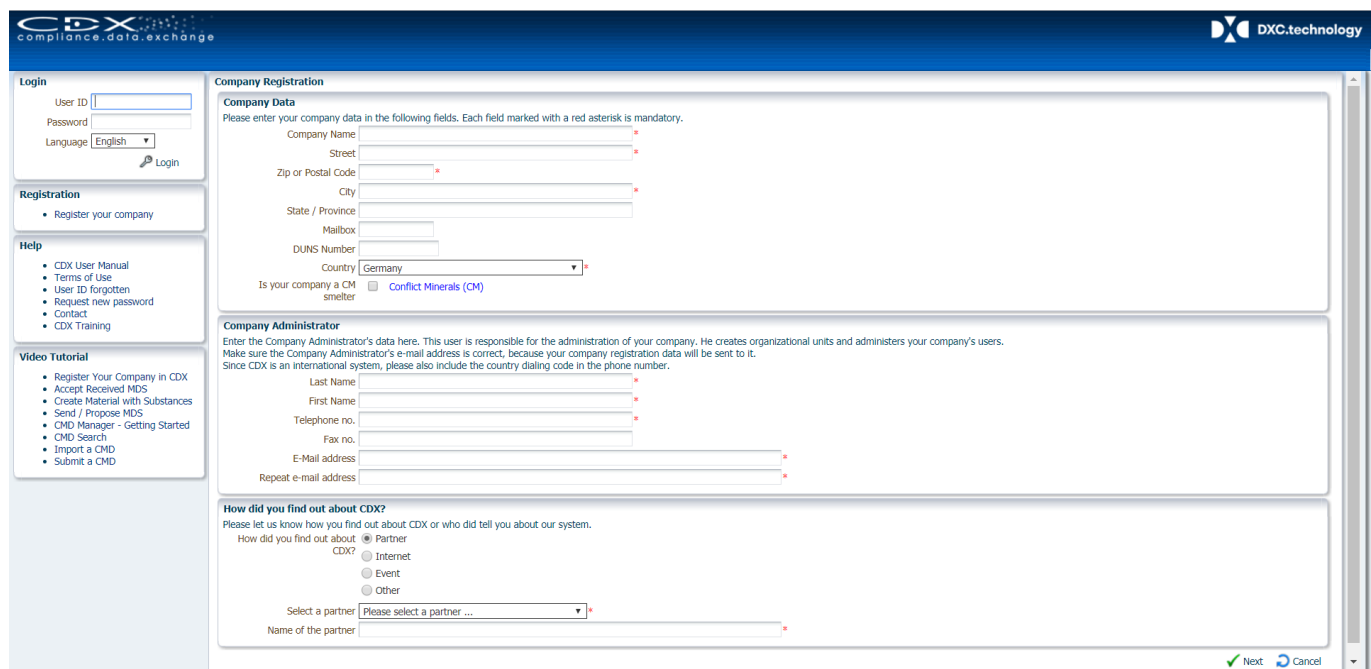


CDX – First Steps Guide

COMPANY REGISTRATION IN CDX

Every company or company location can only register **once** in the CDX system. Normally the registration happens through the company administrator. After successful registration he can create additional users or administrators.

You can reach the CDX registration page via the CDX Login Button  in the CDX Homepage (www.cdssystem.com)



The screenshot shows the CDX Company Registration page. It includes a sidebar with 'Login', 'Registration', and 'Help' sections. The main content area is titled 'Company Registration' and contains three main sections: 'Company Data', 'Company Administrator', and 'How did you find out about CDX?'. Each section has several input fields, some with red asterisks indicating mandatory fields. The 'Company Data' section includes fields for Company Name, Street, Zip or Postal Code, City, State / Province, Mailbox, DUNS Number, and Country (set to Germany). There is also a checkbox for 'Conflict Minerals (CM) smelter'. The 'Company Administrator' section includes fields for Last Name, First Name, Telephone no., Fax no., E-Mail address, and Repeat e-mail address. The 'How did you find out about CDX?' section includes radio buttons for 'Partner', 'Internet', 'Event', and 'Other', and a dropdown menu for 'Select a partner'.

After you have completed all fields on the registration page and clicked “Next”, a pop up window appears asking you if you really want to register this company with this company administrator in CDX. Once you confirm this message by clicking “Yes”, you get your CDX access data: password, company ID, company name. Please copy/note the CDX access data and store it at a safe place. This information will not be displayed again – so please pay attention to note it correctly.

Once you have confirmed that you have noted the access data, you will get an email sent to the mail address entered. This email contains, besides the company data entered at registration, a link to activate the online-registration. You must activate your company in CDX through this URL before you can log in. After activation you can log in using your user name and password.

➔ **Detailed instructions on how to register your company in CDX can be found in the CDX User Manual chapter “Company Registration”.**

USEFUL INFORMATION

CDX Website and Additional Services and Tools

www.cdssystem.com

Contact:

CDX Service Desk

e-mail: cdx-servicedesk@dxc.com