



# Main User Manual



## TABLE OF CONTENTS

### Account Setup

User Login	2
Account Activation	2
Change Password	3
Add Additional Users	3

# Account Set Up

## User Login

To set up your PIC portal, go to <https://88043picbusiness.com>.

**CACO, INC.**  
WINDOW FASHIONS

Account   
User ID   
Password   
[Forgot Password](#)  
[Need a Login ID and Password?](#)

**Submit**

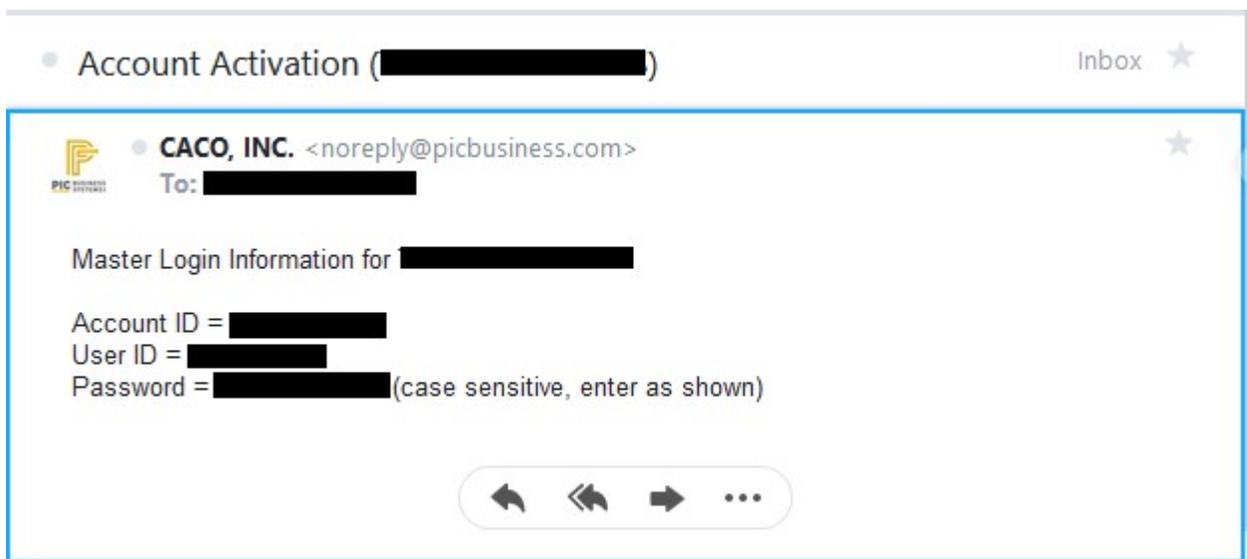
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Log in with the account activation information that was sent to you from CACO, Inc via [noreply@picbusiness.com](mailto:noreply@picbusiness.com).

*Note that the account activation email includes login information for the master account holder. Additional logins can be set up for your portal with custom access settings if desired.*

## Account Activation Email

An email similar to the right will contain the login for the master account



## Change Password

Once you have logged in using your account activation information, you will receive access to the customer portal.

Finish your account set up by resetting your password. This can be done by clicking CHANGE PASSWORD on the left side menu in the customer portal.

CACO, INC. CACO News Refresh Options Logout

TEST CUSTOMERS

Change Password

Change Password

Your new password must be at least 8 characters.

User ID master

Old Password

New Password

Confirm New Password

OK

## Set Additional Users

You can set up additional user login IDs by accessing the LOGIN IDS tab under Dealer Admin. To add an additional user, click ADD, enter the user information, and select the user settings you would like to include. There can be up to 5 users logged in at one time, but you can set up more than 5 logins.

CACO, INC. CACO News Refresh Options Logout

TEST CUSTOMERS

Login ID Search

Login ID Search

Last Name

Customer

User ID

Mode All

Show Inactive ID's

Find Match

First Prev Page 1 of 1 (1 Record) Next Last Left-Click to View, Right-Click for Options

User Name	User ID	Mode	IA	Customer
TEST CUSTOMERS	master	ULTRA		3

Add