

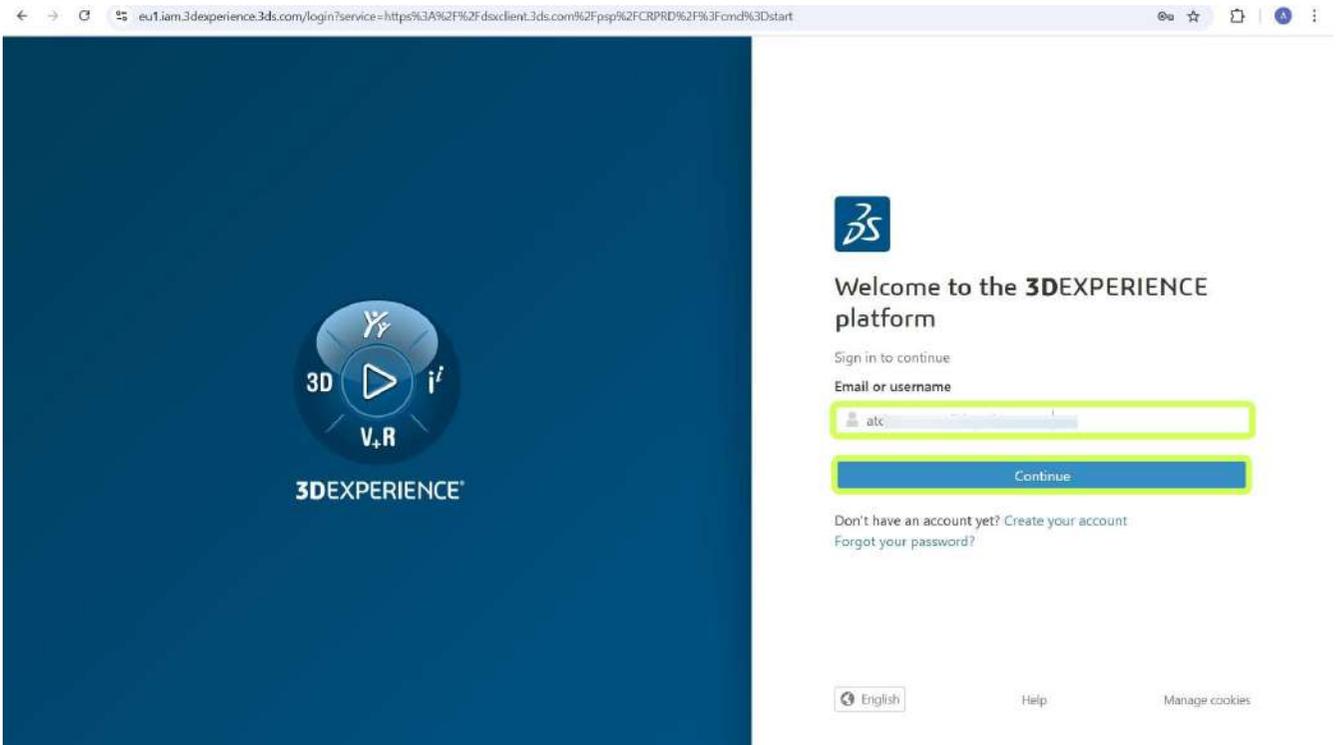
solidxperts

 *SOLIDWORKS*

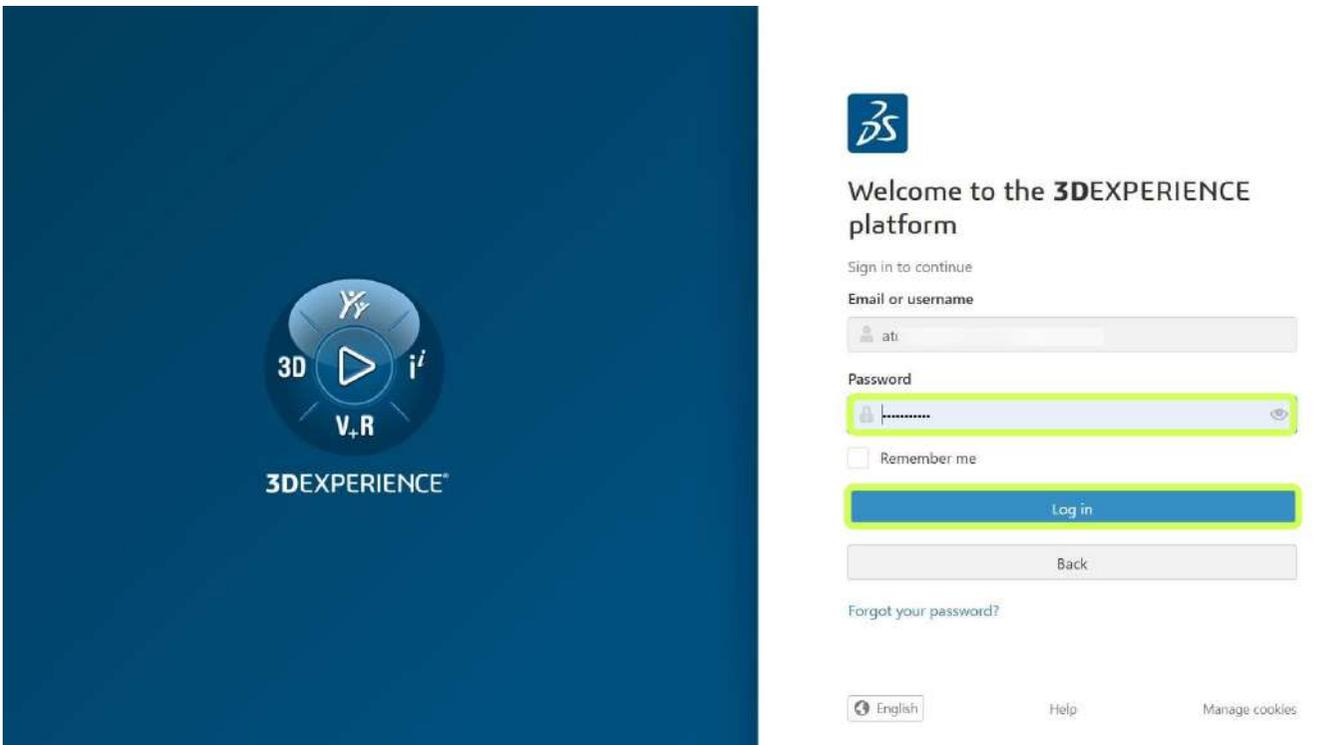
HOW TO GRANT USERS ACCESS TO SOLIDWORKS CUSTOMER WEBSITES

For a person to access the updated SOLIDWORKS Customer websites, their user account needs to be associated with the company's account. This guide shows how to add a user's Dassault Systèmes account to your company's account.

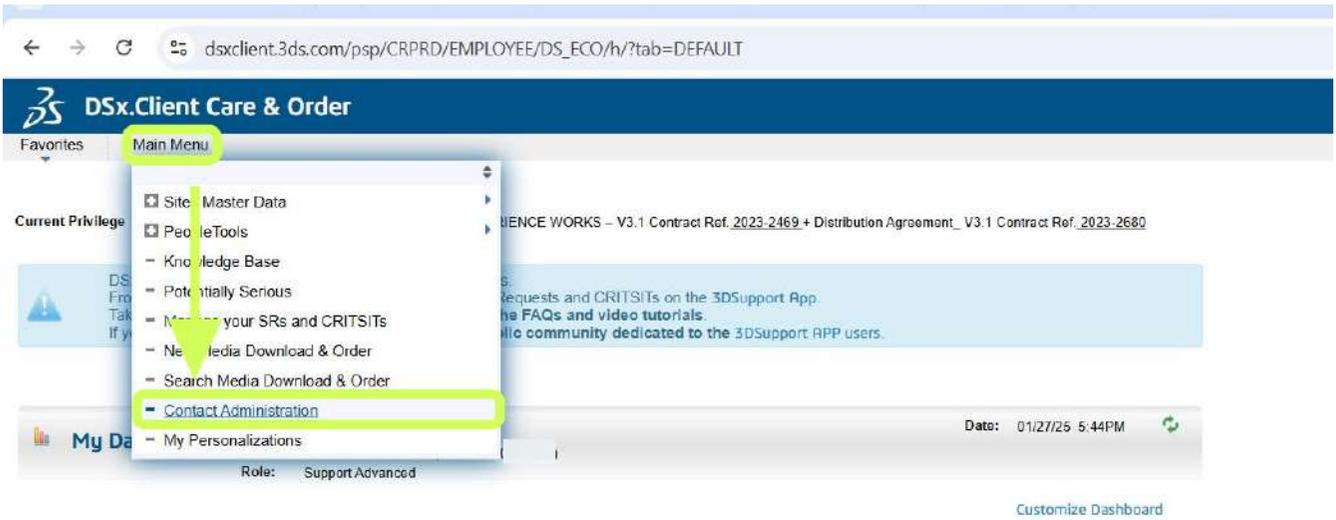
1. To access the DSx.Client Care Portal, use [this link](#).
2. Enter your email or username for your universal 3DEXPERIENCE login, then select **Continue**.



3. Enter your password, then select **Log in**.

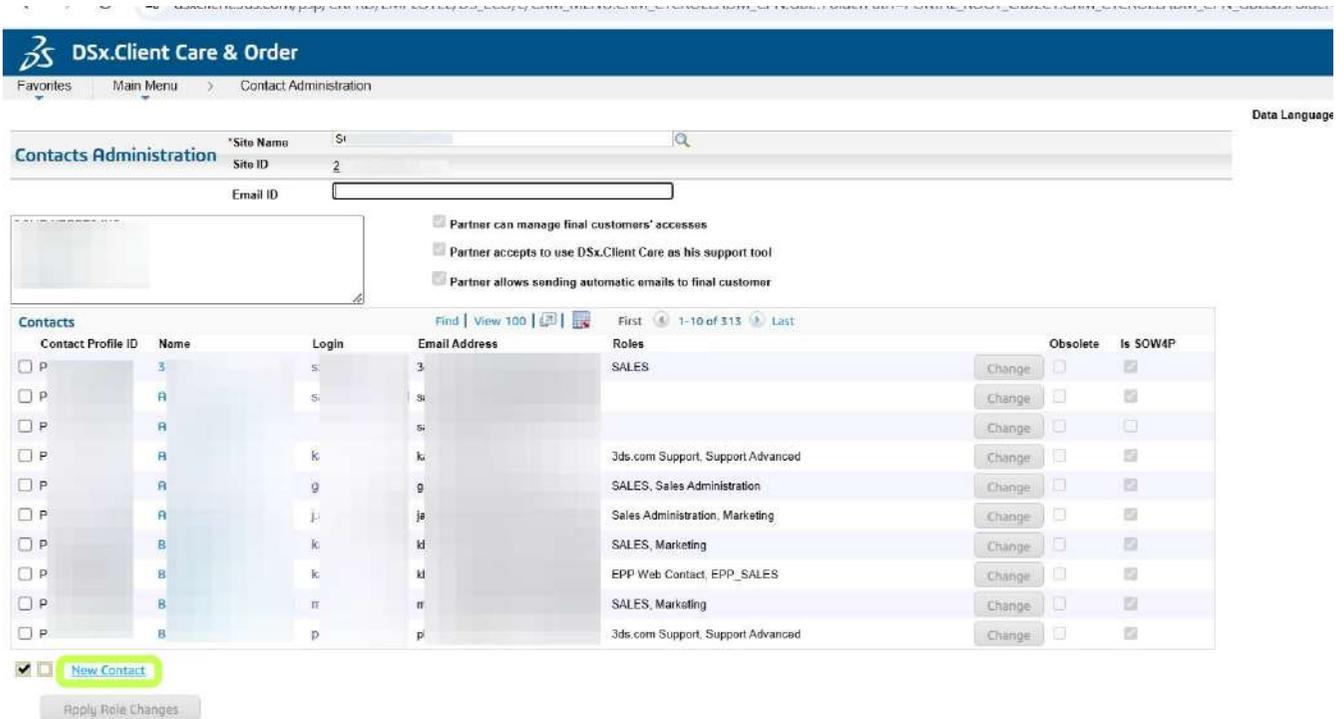


4. Select Main Menu, then select Contact Administration.



You can monitor your activity by creating your own dashboard

5. To add a user, select New Contact.



- Next, roles must be granted to the new user to allow them to access the different SOLIDWORKS customer websites. Select **Change** on the new user you've added.

The screenshot shows the 'Contacts Administration' page in the DSx.Client Care & Order system. At the top, there are navigation tabs for 'Favorites', 'Main Menu', and 'Contact Administration'. Below this, there are search fields for 'Site Name', 'Site ID' (with value 20), and 'Email ID'. The main area displays a table of contacts with columns for 'Contact Profile ID', 'Name', 'Login', 'Email Address', 'Roles', 'Obsolete', and 'Is SOW4P'. The first row has a 'Change' button highlighted in green. Below the table are buttons for 'New Contact', 'Apply Role Changes', and 'Refresh'.

- Select the checkbox(es) of the role(s) you wish to grant the user. For more information on what each role grants the user, select the hyperlinked text.

The screenshot shows the 'Set Role for Contact' dialog box. It has a title bar 'Set Role for Contact' and a subtitle '3ds.com: Basic Access for DS Passport'. There is a list of roles with checkboxes: '3ds.com Support', 'Support Restricted' (checked), 'Support Advanced', 'Support Administrator', and 'Security Administrator'. Below the list are 'Ok' and 'Cancel' buttons. The bottom part of the dialog shows a table of permissions for different roles.

Security Roles in DSx.Client Care & Order		SALES / FINANCE / MARKETING ROLES						
	SECURITY ADMINISTRATION	MARKETING	SALES	SALES KEY ADMINISTRATION	SALES ADMINISTRATION	VAR CENTRAL ADMIN	BUSINESS EXECUTIVE	VAR B ADMIN
Incompatible with	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
SOW TOOLS DSX CLIENT CARE AND ORDER	FUNCTIONS							
	SBO		CREATE	CREATE	CREATE	VIEW		
	PO		VIEW	CREATE	CREATE & VALIDATE	VIEW		
	LKO		VIEW	CREATE	CREATE	VIEW		
	MEDIA		VIEW	CREATE	CREATE	CREATE	VIEW	
web edit for 3ds.com		CREATE				CREATE		
SITE		VIEW	VIEW	VIEW	VIEW	VIEW		
CONTACT	CREATE & ADMINISTER	CREATE	CREATE	CREATE	CREATE	VIEW		

10. Select Ok.

3ds.com: Basic Access for DS Passport

- 3ds.com Support
- Support Restricted
- Support Advanced
- Support Administrator
- Security Administrator

Ok Cancel

Security Roles in DSx.Client Care & Order		SALES/FINANCE/MARKETING ROLES							
SECURITY ADMINISTRATION		MARKETING	SALES	SALES KEY ADMINISTRATION	SALES ADMINISTRATION	VAR CENTRAL ADMIN	BUSINESS EXECUTIVE	VAR ADMIN	
Incompatible with	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

3DS TOOLS	FUNCTIONS						
DSX.CLIENT CARE AND ORDER	SBO		CREATE	CREATE	CREATE	VIEW	
	PO		VIEW	CREATE	CREATE & VALIDATE	VIEW	
	LKO		VIEW	CREATE	CREATE	VIEW	
	MEDIA		VIEW	CREATE	CREATE	VIEW	
	web edit for 3ds.com		CREATE			CREATE	
	SITE		VIEW	VIEW	VIEW	VIEW	
	CONTACT	CREATE & ASSIGN ROLES	CREATE	CREATE	CREATE	VIEW	

11. Select Apply Role Changes, then select Refresh to conclude the process of modifying user permissions.

Contacts Administration

Site Name: [Redacted] Site ID: 20 Email ID: [Redacted]

Contact Profile ID	Name	Login	Email Address	Roles	Change	Obsolete	Is SOW4P
<input type="checkbox"/> P0	B		m	Si	Change	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> P0	B		m		Change	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> P0	B		pl	Si	Change	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> P0	B		kl	Si	Change	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> P0	B		ct	Si	Change	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> P0	B		fa	3i	Change	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> P0	B		rb	3i	Change	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> P0	C		jc	Si	Change	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> P0	D		sc	Si	Change	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> P0	D		m	Si	Change	<input type="checkbox"/>	<input type="checkbox"/>

New Contact Set Role to Selection

Apply Role Changes Refresh