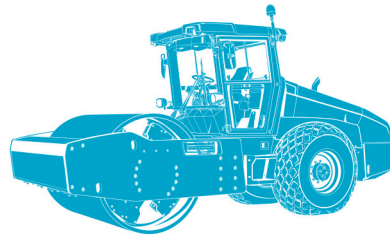# MYDYNAPAC
ROAD CONSTRUCTION EQUIPMENT

A short guide to help you getting started in the new MyDynapac section of the RCE web. Valid for Dynapac.com product web.

Sustainable Productivity

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This guide will let you know the basics of MyDynapac and what you can do within the account itself. Let us first define the different sections of it. The major functionalities can be found in the following list:

1. CREATE YOUR ACCOUNT, the first step of getting a new way of viewing RCE content
2. LOGIN TO YOUR ACCOUNT, please make it a good habit to login every time you visit dynapac.com
3. SETTING IT UP, add details to your account
4. USING THE LINKS, launch tools and get help

Tip! Already have an MyDynapac account? Then go to section 2 of this guide.

1. CREATE YOUR MYDYNAPAC ACCOUNT
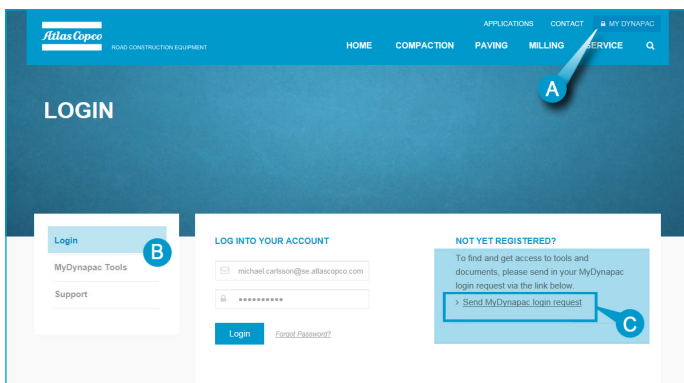
A. The MyDynapac section are located in the right upper corner
B. Click "Login" in left navigation menu
C. Fill in your details and create your account request at this link

In order to experience the MyDynapac and its features, every user needs to create an account. By doing this, the user can access extra and relevant information, but also tools exclusivly for the user group he or she belongs to.

The quickest way to create your MyDynapac account is to follow the steps to the right.

1-A. Access the MyDynapac section of Dynapac.com
In the top right corner of the website, you'll find a symbol of a lock and the text MyDynapac, click here to gain access to the MyDynapac section (letter **A** in image to the left). The default landing page is MyDynapac Tools, which are quicklinks to common Atlas Copco tools and applications.

1-B. Click "Login" in left navigation menu
If you click on **B** in the image to the left, you should now reach a page with rows for email and password to be filled if you already have an account, but since we are going to create a new one - please continue with "Send MyDynapac login request" link at **C**.

1-C. Fill in the details and Send your request
Pay attention to the fields marked with a star (*), fill them in and click "Send request".

1-D. Follow the instructions sent to your inbox
To activate your account, please follow the simple steps in the email you receives shortly after step **1-C** above. When you are done, you should have seen a message telling you to login to your account.

2. LOGIN TO YOUR MYDYNAPAC ACCOUNT

When you have an account, you must enter your user-name exactly as it is in the activation email, together with the password you have choosen.
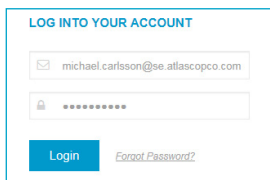
2-A. Access the MyDynapac section of Dynapac.com
Click on the MyDynapac text, in the top right corner of the website.

2-B. Click "Login" in left navigation menu
When you click "Login"-link, you will reach a page with rows for email and password.

2-C. Fill in your credentials and login

LOG INTO YOUR ACCOUNT

✉ michael.carlsson@se.atlascopco.com

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Login *Forgot Password?*

Enter your username (full email) and password, then click the "Login"-button underneath.

✏ **Tip! If you got an error message on the login screen, please click "Forgot password" link and fill in your email to retrieve both username and link to reset your password.**

✏ **Tip! When using "Forgot password" link and you got a message telling that your email was not found in the database, you must either try a different one (firstname.lastname@dynapac.com) or register a new user as in section 1.**

2-D. You are now on the MyDynapac Tools page
From this dashboard you can see more tools and links, see MyDynapac Tools guide for a full list.
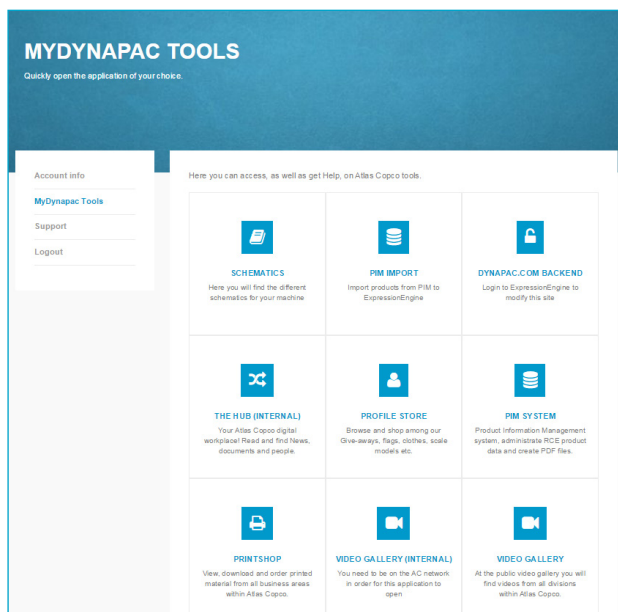
2-D. Scroll down the Tools page to access more tools

3. SETTING UP YOUR MYDYNAPAC ACCOUNT

When you are logged in, you have access to more content. Also some new links are now visible under MyDynapac section. Please follow below list to check and edit your personal data.

3-A. Start with entering Account info
Your name, title and extra details (phone/fax number etc) must be checked and updated if needed. To add a missing phone number, click the "+" and choose "Phone", click in the value box and enter the number in international format.

3-B. Save changes to Account info
In order to save the changes, you must enter the MyDynapac password before clicking Save.

3-C. Check MyDynapac Tools page
If you have logged in for the first time, please make sure to check the Tools page - there should now be more Tools to access (Schematics, CostCtrl, Dyn@Link etc) - if not, contact us via Support page!

4. USING THE MYDYNAPAC LINKS

Depending on your user rights within the given account type, you will see different Tools, refer to MyDynapac Tools guide for access list.

4-A. Launching a tool
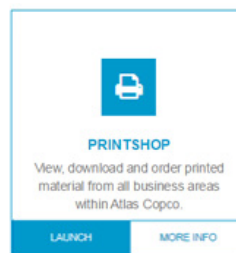
On the Tools page, hover with your mouse pointer above the tool you would like to access (tool will highlight) click "**Launch**" button to enter tool. Launched tool will always open up in a new tab of the browser.

4-B. Getting Help and Support for a tool

To reach the support page for each tool, either click the Tool icon itself or the "**More info**" button to find additional information. Contact details for the responsible person, also downloads and training movies can be accessed here depending on availability.

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