



The CDW Extranet: Profile and Preferences

Manage Your Preferences

Passwords, Contact Information, Billing, Shipping and Payment Methods



Profile and Preferences

Use this feature to manage vital account information for you and your organization*.

Manage personal passwords

- Reset passwords or create and change the secret question which helps you remember your password.

Manage billing and payment preferences

- Request a billing address change.
- Add or remove payment options for online purchases*.
- Set the default payment option for online purchases*.

Manage shipping preferences

- Set a personal default shipping address for online purchases.
- Add and remove shipping addresses for online purchases*.
- Add and remove shipping methods for online purchases*.

Manage shipping carrier accounts

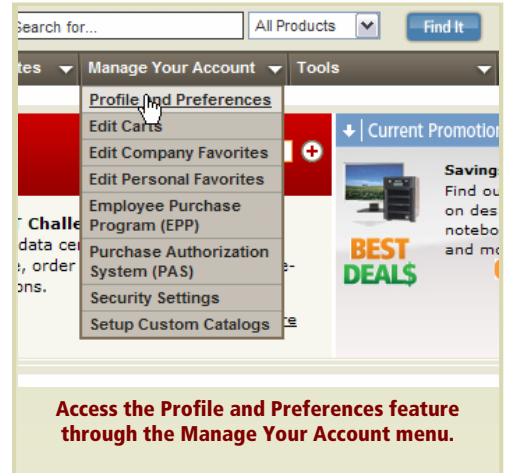
- Set a personal default payment option for online purchases.
- Add, remove and edit payment options for online purchases*.
- Add your organization's shipping carrier accounts and use them to pay shipping fees for online purchases*.

Manage contact info associated with your CDW Extranet

- First Name, Last Name, Title, E-Mail, Phone Number, Extension

Interested? Take a closer look at CDW.com/tours.

**Or, call your Account Manager to request an extranet today!
New to CDW? Call 800.750.4239.**



*Administrator-level rights required to manage options and defaults for all users within an organization. See the Security Settings tour or ask your Account Manager for details.