

Logging into e-Builder for the first time

Welcome to e-Builder!

1. You should have received an email from 'support@e-builder.net', that looks similar to the following

	eBuilder Implementation,
	You now have access to the account.
	Your username and password
	Username: Password: Password:
Click the green <i>Login</i> link	-> Login >>
	If you have any questions concerning this account please contact your Administrator.
	Administrator Contact Information
	Johanna Ordaz
	jordaz@e-builder.net
	Message from Johanna Welcome to e-Builder!
	e-Builder Technical Support phone: 1-888-288-5717 fax: 1-888-576-9322 support@e-builder.net

2. The link will take you to e-Builder login screen. TIP: Bookmark this page for easy access in the future





3. You may get the following screen after you log in (or something similar). This page informs Users of the latest releases by e-Builder.

e-Builder,	e-Builder Pro	duct Highlights De	ecember 2014	?
If you want to review the release notes later make sure	Easily ent Dynamic No conne App Offi I Ability to flows wit Broadene enhancer	er and track detailed lists of data with Grids for Processes ectivity? No problem. Use our Mobile line to fill out forms while in the field report on planning scenarios and cash h new Planning Reports ed access to your data with oData API nents	Get Release Notes Contact Sales	
to uncheck the Don't' show this again button	Don't show this again		Continue to e-Builder >> © 2015 e-Builder, Inc. All Rights Reserved.	
			Click <i>Continue to e-Builder</i>	-

4. Fill in the required fields (*). Do not provide any personal information about your self

lease take a moment to updat hared with a third party as sta	te your contact information so that we may report pr ted in our privacy policy.	oduct updates and serve you b	etter. This information will never be sold or
Member Profile			Save Cance
* First Name:	e-Builder	* Company:	e-Builder, Inc.
* Last Name:	Implementation	* Email Address:	implementation@e-builder.net
User Name:	eb@city of tyler		
Business Information			
Department:		* Type of Business:	Please select a type •
* Business Address:		Title:	
P.O. Box/Suite:		* Office Phone:	
* City:		Office Fax:	
* State/Province:	States 🔻	Business Cell Phone:	
Country:	· · · · · · · · · · · · · · · · · · ·	Business Pager:	
+ Postal/Zip Coder			L



5. The final step before accessing your account is to change your password

3 of 3 Steps

You are required to change your password at this time.



Change Password

- Must be entered in English characters.Cannot be the same as your user name, first name, last name, or company name.

* Current:	
* New:	
* Confirm	
New:	

Security Questions

ter and the second seco	
* Question 1:	Please select a question
* Answer:	
* Question 2:	Please select a question
* Answer:	
* Question 3:	Please select a question
* Answer:	
Save Changes	