

OPICO Dealer Intranet System



ALL YOU NEED TO KNOW

System Version 6.1.6

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Contacting OPICO

Full Address

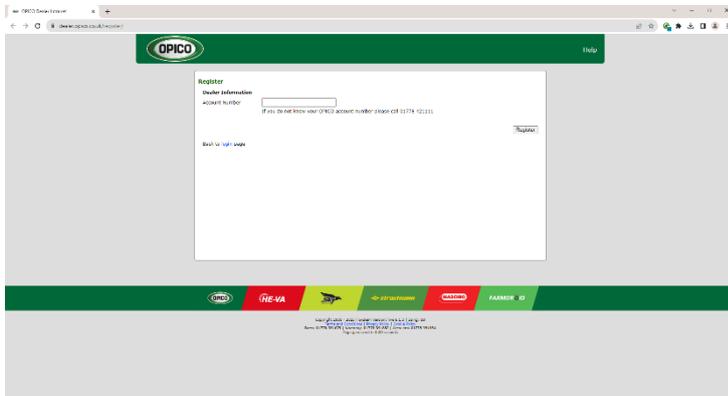
OPICO Limited
Cherry Holt Road
Bourne
Lincolnshire
PE10 9LA
United Kingdom

Contact Number

Parts: 01778 391679
Service/Warranty: 01778 391682
Website Support: 01778 424208

Signing up for an online account

* Step One



Enter <https://dealer.opico.co.uk/register> into your internet browser.

This will take you to the OPICO Dealer Intranet System Registration page.

To register you need to enter your OPICO account number & then click [Register](#).

Note: Your account number can be found on any invoice or by contacting OPICO on 01778 421111.

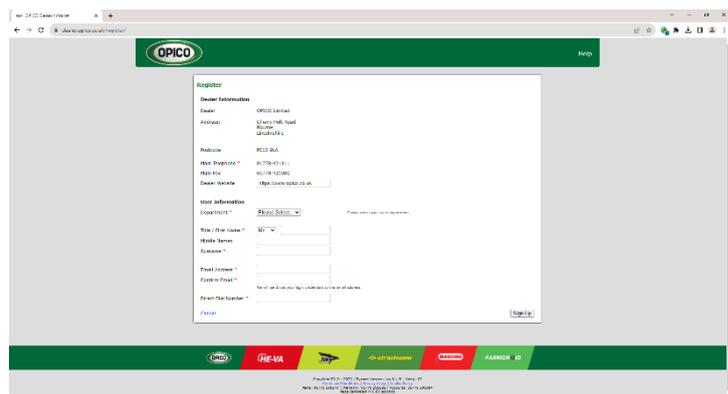
* Step Two

You will be taken to a page showing your dealership depot address please check this is correct. If the dealership details are wrong, please contact OPICO. If they are correct click [Confirm Address](#).

* Step Three

Please read and confirm your understanding of the displayed message, by clicking the [I Understand](#) button.

* Step Four



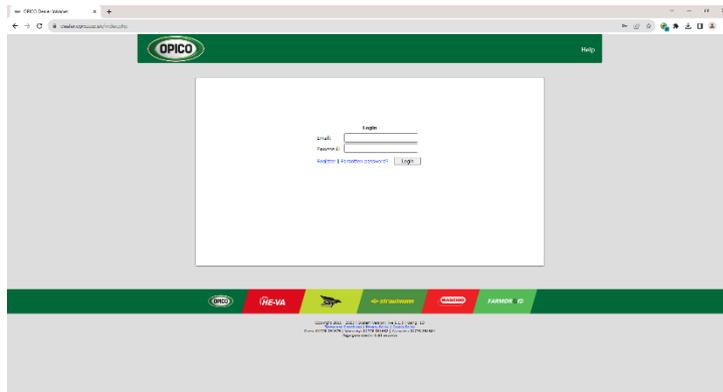
Please enter your personal contact information. Your personal information will be used for your login.

When complete click [Sign Up](#).

* Step Five

You will be sent an email to your personal email address confirming your login details, username and temporary password. We aim to send confirmation within 24hours.

* Step Six



Once your login details have been confirmed, use the link in the email or enter <https://dealer.opico.co.uk> into your browser. Alternatively click the “Dealer Intranet login” link at the bottom of the <https://www.opico.co.uk> website.

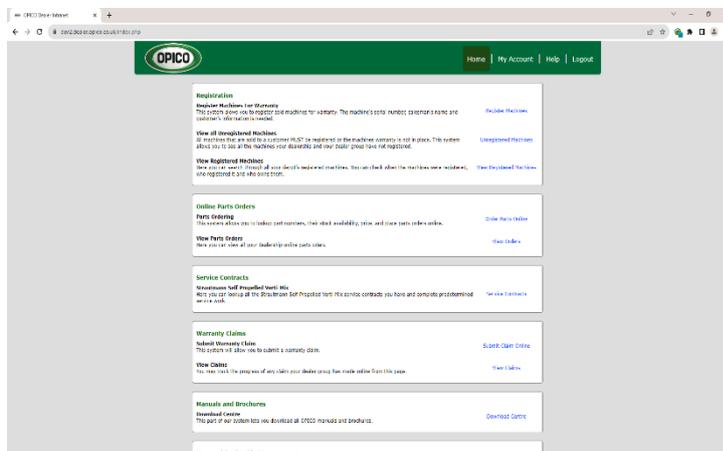
Enter your username and temporary password then click Log in.

* Step Seven

You will now be asked to create a personal password; this password must be 6 characters or more. Click Change to continue.

NOTE: You will need these to login next time you login to the OPICO Dealer Intranet System.

* Step Eight

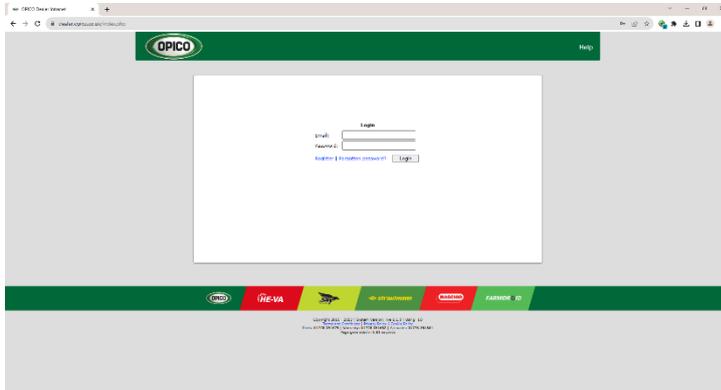


You are now logged in to the OPICO Dealer Intranet System.

Please note: Each user needs their own login. Each depot can have an unlimited number of users.

How to login

* Step One



Please enter the URL below into your internet browser which will take you to the login page. Once you are on this page, you will need to enter your Username and Password and click Login.

<https://dealer.opico.co.uk>

or

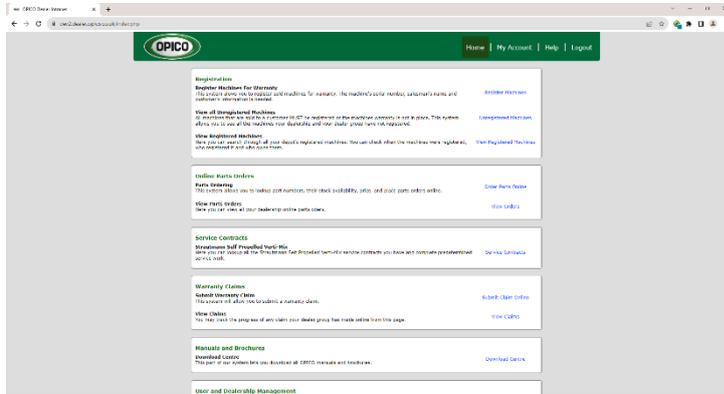
<https://www.opico.co.uk>

then scroll to the bottom of the page and on the bottom left click the “Dealer Intranet Login” link

NOTE: If you do not have a username or password then please see the “Signing up for an online account” part of this guide. If you are having technical difficulties, please don’t hesitate to contact OPICO.

Register a sold machine

* Step One



Please login as explained on the “How to login” part of this guide.

When you are logged in click the Unregistered Machines link.

* Step Two

This will now show you a list of machines that your dealer group needs to register. If you have sold a machine to an end user then click the Sold button next to the machine.

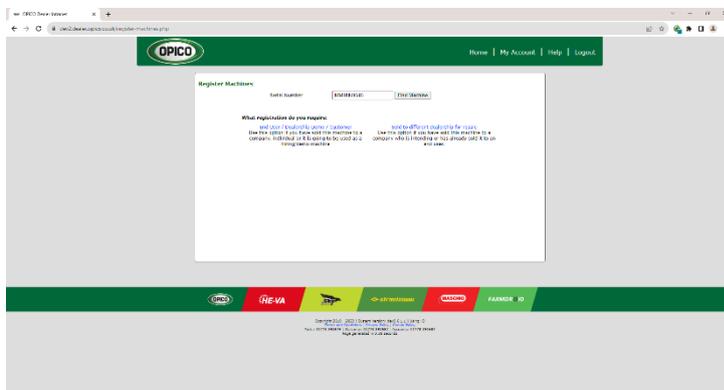
Note: If you have not sold some machines on this list you can click the Still in Stock button next to the machine. You can also click the Move button which will allow you to assign a machine to a different depot.

* Step Three

You will be shown the OPICO registration terms, please read them very carefully before agreeing to them. If you agree click Yes I Acknowledge. If you do not agree click No I do NOT Acknowledge but you will not be able to register the machine. Please contact OPICO if you have any concerns over the Terms and Conditions.

* Step Four

You will now need to pick if this machine was sold to an end user or a dealership, you do this by clicking



End User /Dealership Demo/
Customer
or
Sold to different dealership for resale

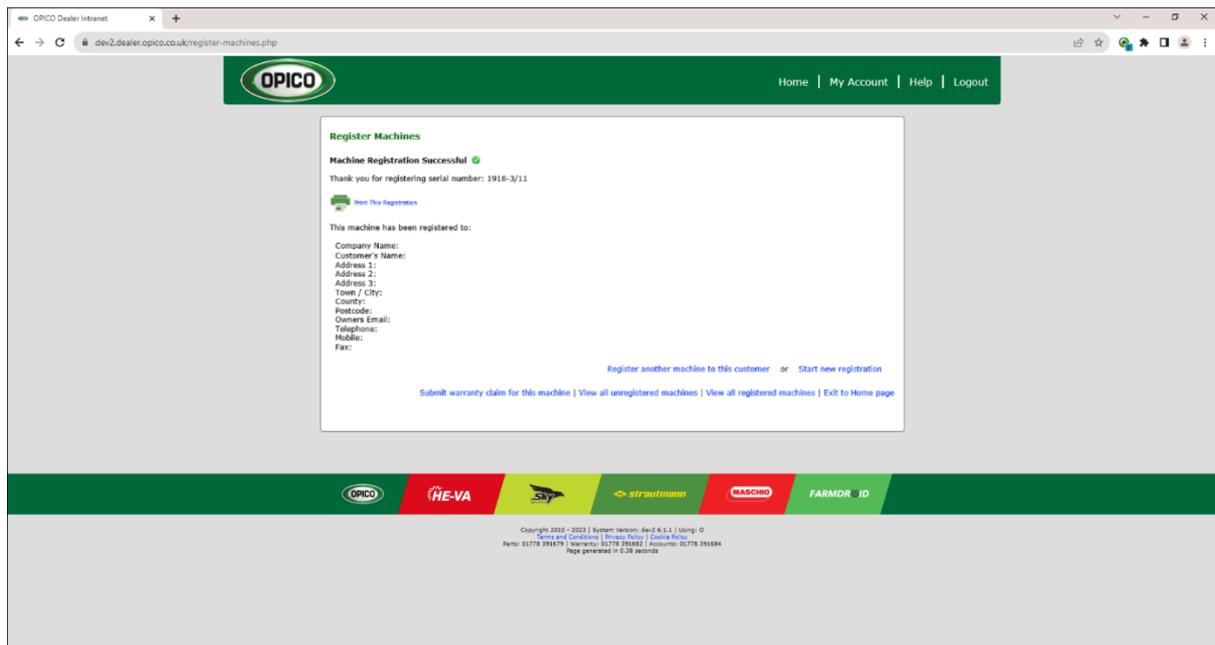
Note: It is very important you pick the correct option. If you are having difficulties, please don't hesitate to contact OPICO.

*Step Five

Continue to fill in all the information you know about the machine that you are registering, and when you are done click Submit

* Step Six

Once you have submitted the registration, you will see a page confirming that the machine has been registered successfully and an option to print this registration.



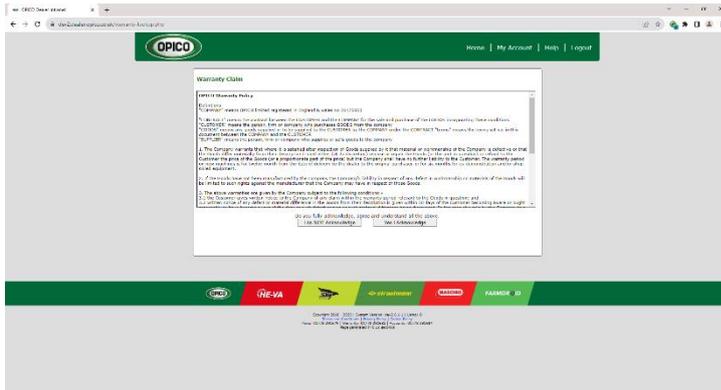
Submit a warranty claim

* Step One

Please login as explained on the “How to login” part of this guide. When you are logged in click the [Submit Claim Online](#) link.

* Step Two

You will be shown the OPICO warranty policy, please read this very carefully before agreeing to it.



If you agree click [Yes, I Acknowledge](#).

If you do not agree click [No I do NOT Acknowledge](#) but you will not be able to submit a warranty claim.

Please contact OPICO if you have any concerns over the Terms and Conditions.

* Step Three

Now you will need to enter the machines serial number then click [Find Machine](#).

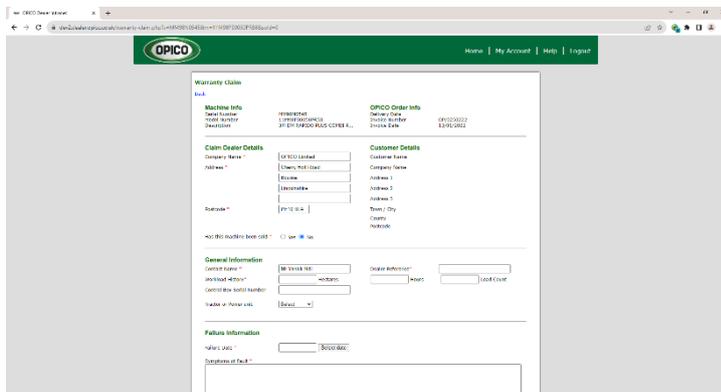
* Step Four

You will then see the machines model number and description, if this is the correct machine click [View Info](#)

* Step Five

If the machine is not registered but the machine has been sold to an end user you will need to register the machine before continuing. If the machine has not been registered and has not been sold to an end user, you must tick the checkbox before continuing to click [Next \(Claim Details\)](#). If the machine has been registered click [Next \(Claim Details\)](#).

* Step Six



You will now see a page where the details of the warranty claim you are submitting can be entered.

*** Step Seven**

If you have entered non-OPICO parts or Subcontracted Work on this warranty claim you will need to upload a copy of the invoice to us. When you have finished entering all the claim details click the Next button

*** Step Eight**

You have now submitted a warranty claim, you will see a page showing you the warranty reference number. OPICO will send you status update emails informing you of the progress of this claim, you may also track the progress of any claim from the “View Claims” page.

Order parts online

* Step One

Please login as explained on the “How to login” part of this guide. When you are logged in click the [Order Parts Online](#) link.

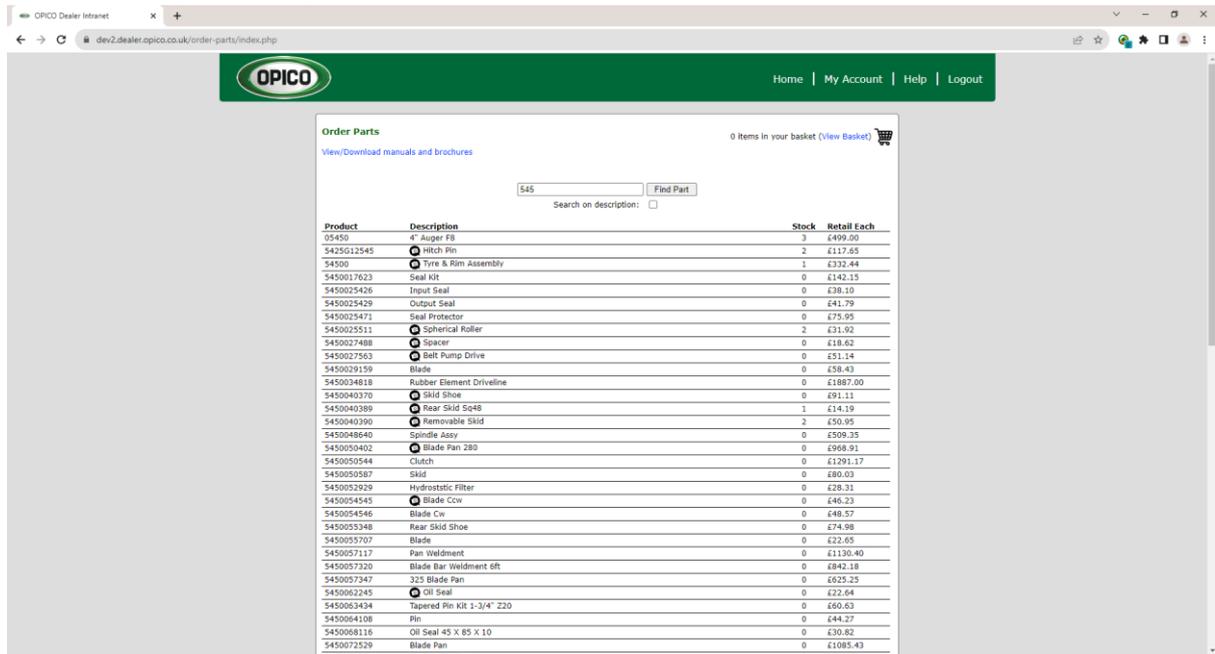
* Step Two

Enter all or part of the part number into the search box, then click [Find Part](#)

Note: You may also search by part description by ticking the Search on description box

* Step Three

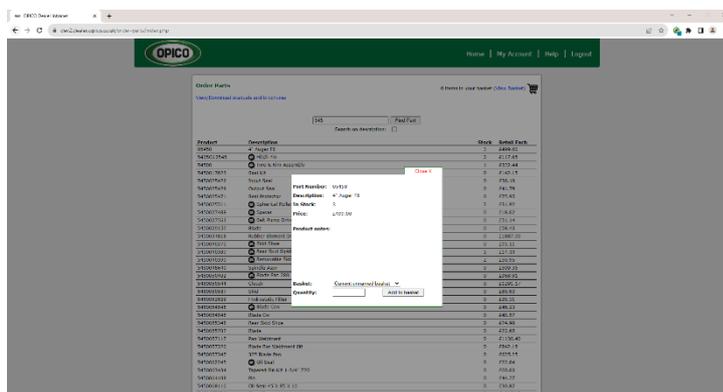
You will now see a list of parts.



* Step Four

You can click on any of the part rows to open an information window, from this window you can add the part to your basket.

Note: If a part has an image, you may view this by moving your mouse over the image icon on the parts row view or by opening the information window and clicking on the Image link.



* Step Five

When you have added all the parts you need to your basket, you may view it and checkout by clicking the [View Basket](#) link at the top right of the parts list view.

Note: To add more parts at a later time you may save your basket from the View Basket page. This will stay open until the order is placed.

* Step Six

When you have added all parts required to the basket, click [Checkout](#).

* Step Seven

Follow the onscreen instructions to complete your online parts order. You may view the status of any of your online parts orders from the “View Order” page.

OPICO Dealer Intranet

dev2.dealer.opico.co.uk/order-parts/basket.php

Home | My Account | Help | Logout

Parts Basket

Open saved basket: Select basket

Back to Parts Lookup

Product	Description	QTY	Retail	Retail Line
05450	4" Auger FB	1	£499.00	£499.00

Retail Total £499.00

Save basket

Basket Name Or

OPICO REVA SMT a-troutmann MASCHIO FARMDR ID

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Part: 0179 291679 | Inventory: 0179 291682 | Accounts: 0179 291684
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