



UTC Aerospace Systems

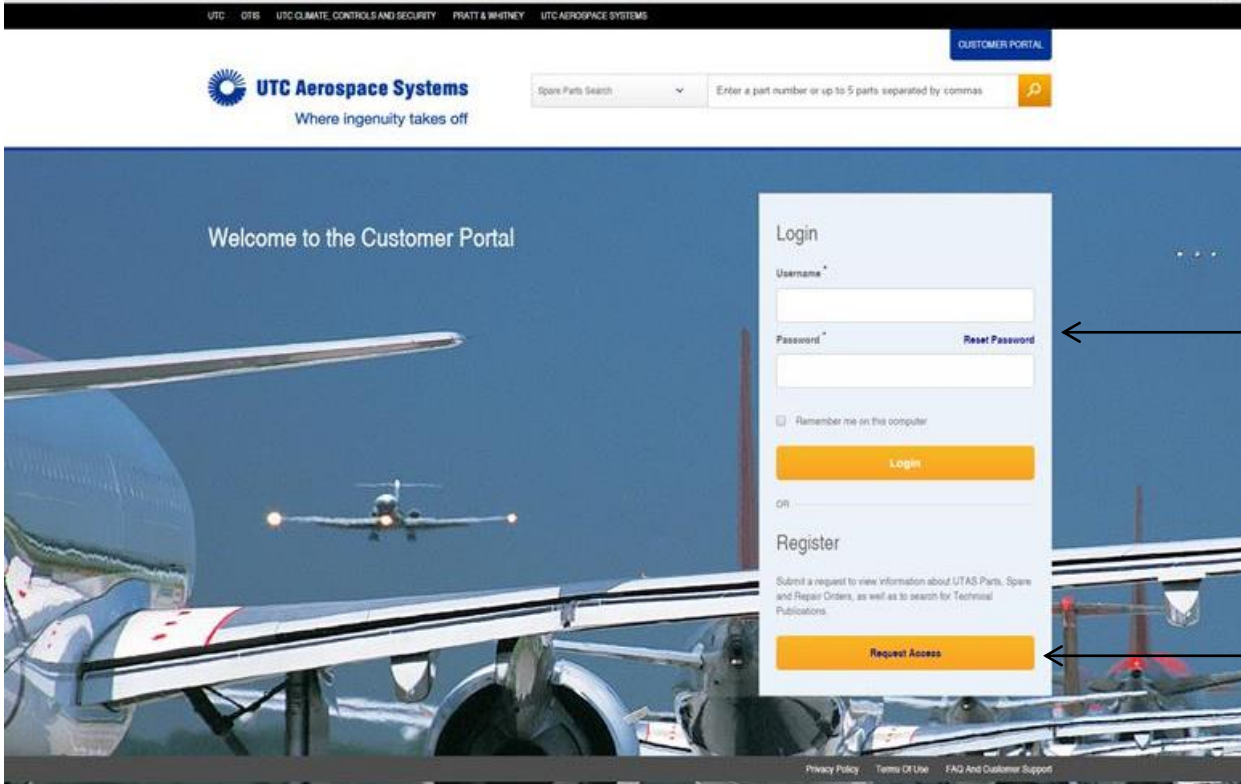
How to Manage your Profile

UTAS Customer Portal User Guide

www.customers.utcaerospacesystems.com



PROFILE MANAGEMENT



Note that this website is intended for the use of our established customers.

Enter your user credentials to enter the site and see information tailored to your company

If you are not a registered user, click here to request access.

Please reference our Registration Process user guide for more information.

PROFILE MANAGEMENT (CONTINUED)

UTC OTIS UTC CLIMATE, CONTROLS & SECURITY PRATT & WHITNEY UTC AEROSPACE SYSTEMS

Welcome Usa_user Log Out CUSTOMER PORTAL

UTC Aerospace Systems
Where ingenuity takes off

Spare Parts Search Enter a part number or up to 5 parts separated by commas

My Account Cart (0)

Home / My Account

Welcome to the UTAS Customer Portal

Click here for more information about this transition and to find helpful user guides.

DASHBOARD

Spare Orders			Repair Orders		
View Order History			View Repair History		
Order Date 12-08-2015	Order Date 12-09-2015	Order Date 12-08-2015	Order Date 12-07-2015	Order Date 10-05-2015	Order Date 10-05-2015
PO Number JARED TEST 1	PO Number SAVORY STEAK	PO Number JARED TEST 1	PO Number 488432	PO Number 2875002	PO Number 2875322
14 In Process	Shipped	15 In Process	In Process	In Process	In Process

Requested Quotes		
View All Requests		
Part Number 753650-10 Pending	Part Number 817586-1 Pending	Part Number SR1353-34282 Pending

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This home screen gives you access to some recent activity and allows you to dig deeper into any of the functions.

Returning to this dashboard is as easy as clicking the Home or My Account links found on all pages.


Access your Profile information via the left hand navigation link. Here, you can set your default email notification preferences and manage your user credentials. Continue on slide 4.

The Address Book allows your to set or change your procurement account preferences. Continue on slide 5.

PROFILE MANAGEMENT (CONTINUED)

UTC OTIS UTC CLIMATE, CONTROLS & SECURITY PRATT & WHITNEY UTC AEROSPACE SYSTEMS

Welcome MPUSAir2 [Log Out](#) **CUSTOMER PORTAL**

 **UTC Aerospace Systems**
Where ingenuity takes off

Spare Parts Search Enter a part number or up to 5 parts separated by commas

[My Account](#) [Cart \(0\)](#)

[Home](#) / [My Account](#) / [Profile](#)

This page shows the information you entered at registration and allows you to set up your notification preferences.

My Account

- Dashboard
- Profile**
- Address Book
- Spare Order History
- Repair Order History
- Quote Requests
- Account Statements
- Invoices
- My Publications

Profile

Profile Info

User Id mpusair2.regitest@spangourmet.com	Company US AIRWAYS
First Name MPUSAir2	Last Name Test
Country of Citizenship United States	Date of Birth 01/01/1980
Email Address mpusair2.regitest@spangourmet.com	Function Company Owner
Street Address 888 John Smith	City San Diego
State/Region California	ZipCode 91913
Primary Phone Number 619-111-1234	Fax Number

[Manage Credentials](#)

Email Preferences

Receive Email Notifications

- Spares Order Updates
- Repair Order Updates
- Technical Publications Updates

Change Type

- All Changes
- Shipments Only

Notification frequency

- As Changes Occur
- Daily Summary

Matching the Following

- All updates for my company
- Only my orders and/or tech requests
- Contains:

Select the check boxes in this section to set your email notification preferences. Please refer to the separate user guide titled "Email Preferences and Notifications Setup", for additional information.

You can change your password or manage your security questions by clicking here.

PROFILE MANAGEMENT (CONTINUED)

UTC OTIS UTC CLIMATE, CONTROLS & SECURITY PRATT & WHITNEY UTC AEROSPACE SYSTEMS

Welcome Usa_user Log Out CUSTOMER PORTAL

UTC Aerospace Systems
Where ingenuity takes off

Spare Parts Search Enter a part number or up to 5 parts separated by commas

My Account Cart (1)

Home / My Account / Address Book

Address Book

Hamilton Sundstrand

Default Sold To 0000000355

0000000355

Change Default Address

Hamilton Sundstrand

Default Ship To CP2725-9

4747 HARRISON AVE
4747 HARRISON AVE
ROCKFORD Illinois, 61108-7500
United States

View Alternates

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At registration time, you will be associated with a Customer Profile, and a default account will be assigned

Click “Change Default Address” if it is not correct. Accounts and addresses can be changed at checkout.

Please contact your Customer Support Representative (CSR) if you have any questions about how you should be set up.

Note: managing account details is necessary for accurate part pricing and order placement. However, if you are checking the status of your orders, you do not need to change this setting.

Note: we have hidden address information to protect the privacy of our customers.

You will see your company name and address here.