

Setting Up the RepairLink Shop in Mitchell 1

Use the following process when integrating the RepairLink Shop with Mitchell 1

Step 1: Download RepairLink.Exe

1. Close Mitchell 1.
2. Launch the Mitchell 1 Catalog Installer site: <http://m1faq.com/fix/SE/catalogs/>
3. Click the **REPAIRLINK** link to download.



4. Once the installer downloads, double click the **repairlink.exe** to start.



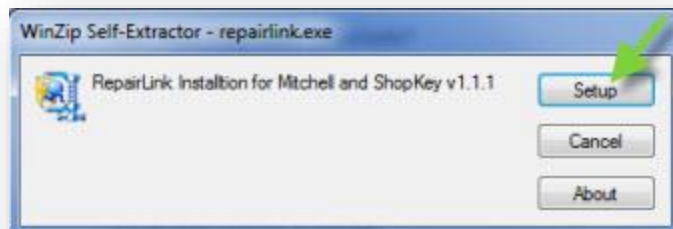
5. Click **Run**.



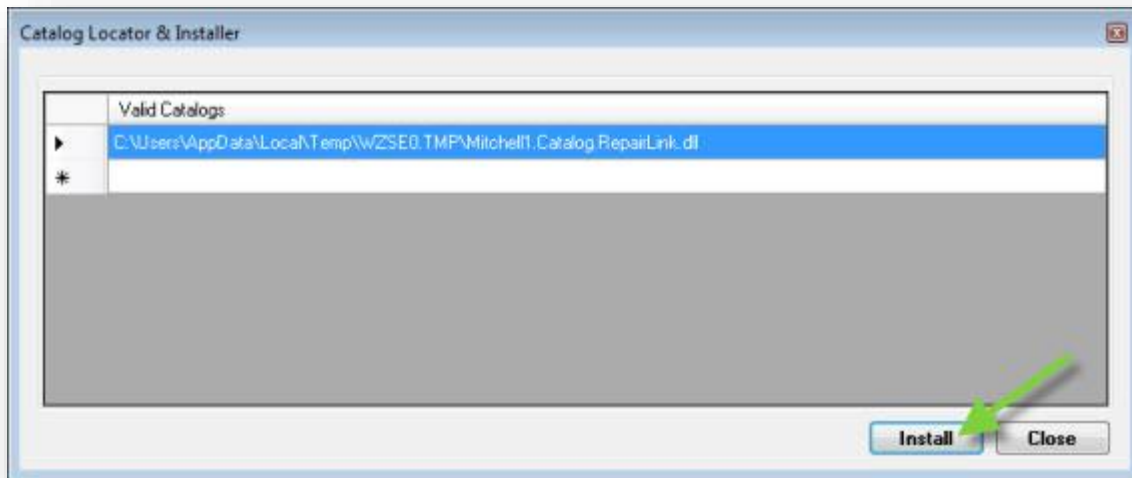
6. The installation confirmation window will display, click **OK**.



7. The WinZip Self-Extractor window will display, click **Setup**.



- The Catalog Locator & Installer window will display. Click **Install**.



- The installation process will run. Once completed, re-launch Mitchell 1.

Step 2: Enable RepairLink Shop in Mitchell 1

Next, you will need to enable the RepairLink Shop option so that the button becomes visible on Order/Revision windows and Setup Link parameter is made available. (You will need your RepairLink Shop Username and Password to complete the activation process.)

- The Manager SE program must be on the home “splash” window to access Special Maintenance functions. Clicking on **WIP** button will toggle the view to display the home window.



- Click the **Configurations** menu.



3. Select the **Special Maintenance** option.
4. Choose the **Toggle Catalog Availability** option.
5. The Catalog Selector window will display. Click the gray block next to the **RepairLink Shop** list option.



6. This will change to *On*.



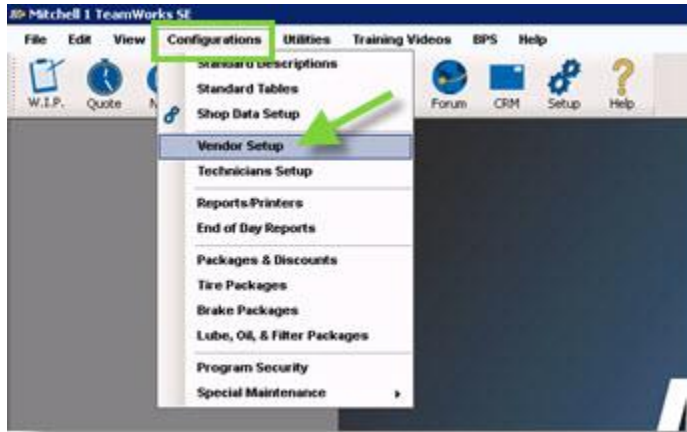
7. If the **MORE** option is set to *On*, click the gray block to turn this option off.



8. Click **Save** to record the selection and close the window. You will now need to create a vendor record for RepairLink Shop and configure the setup link to associate the RepairLink Shop and your respective login credentials to the RepairLink Shop button.

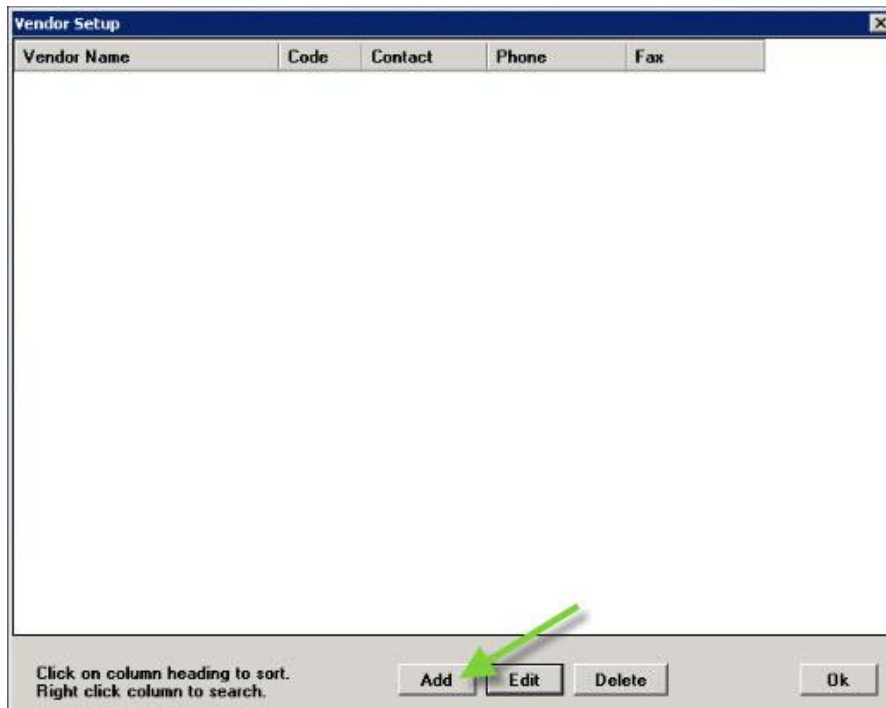
Step 3: Setting up a Linked Vendor Record

1. Click the **Configurations** menu.



2. Select the **Vendor Setup** option

3. The Vendor Setup window will display. Click **Add** to create a new Vendor record. (If you need to verify an existing vendor set up, click **Edit**.)



- The Add Vendor window will display. Type the Vendor information in the provided fields to complete the profile. (Code and Name are required fields.)

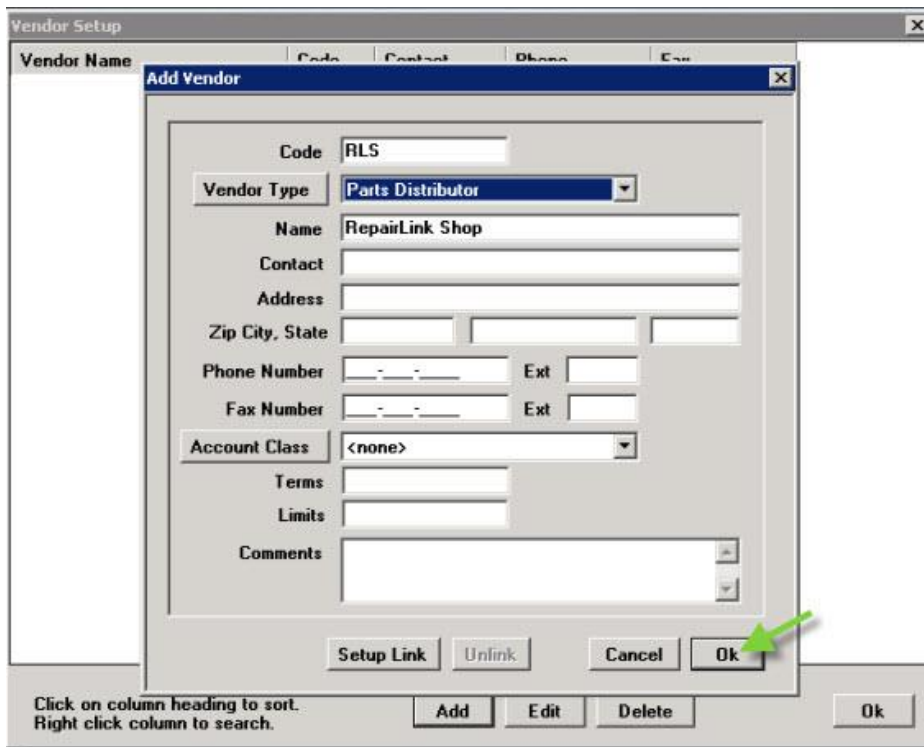
- Click **Setup Link**.
- The Link Type Selection window will display. Click the **Setup RepairLink Shop Catalog Link** entry to highlight. **Note:** This option will *only* be visible if turned on in Special Maintenance – Toggle Catalog Availability as described in Step 1.

- Click **OK**.

- The Setup RepairLink Shop Catalog Link window will display. Type your RepairLink Shop **Username** and **Password** in the provided fields. Do *not* change the URL unless directed by Mitchell 1 support to do so.




- Click **Ok**.
- Click **Ok** to close the Add Vendor window.



11. Click **Ok** to close Vendor Setup window.



12. The  button will now be active and available to use on the Order and Revision windows.

Step 4: Verify Your Windows Screen Resolution Text Size is Set to Smaller

Users who have changed the default text size setting (Smaller) in Windows may experience issues with the display layout of RepairLink Shop. Before you begin order parts through RepairLink Shop, verify the text size is set correctly.

You are now ready to order parts through RepairLink Shop. Please see **“Mitchell 1 Instructions – Ordering Parts”** to get started!