

Mitchell1 Manager SE (6.4 / 6.5) Integration to the new First Call Online



The First Choice of Automotive Professionals



1. Close Mitchell1 Manager SE. ****Program must be closed to correctly install the update.****

NOTE: LOCATIONS WITH TWO OR MORE WORKSTATIONS WILL NEED TO HAVE THE NEW FIRST CALL BUTTON TURNED ON AT EACH WORKSTATION.

2. In your web browser's address bar, type in **managerfiles.com** and hit enter.
3. Once at the Manager Files website, proceed to **Line A** and click on the **SE v6.4/6.5 CATALOG INSTALLS** link to the right.
4. Find **First Call Online** in the list and click on the link to the right and run the file.
5. Follow the on-screen instructions to complete the installation. Once complete, reopen Mitchell1 Manager SE.
6. On the top tool bar in Manager SE, click on Configurations, select Special Maintenance, and then Toggle Catalog Availability.



7. Inside the Toggle Catalog Availability window, find **FirstCall**. Click it to Off. Next, find **FirstCall-New**. Click it to On and click Save.

NOTE: FOR MULTIPLE WORKSTATIONS, REPEAT STEPS 1 THRU 7 AT EACH WORKSTATION.



8. Now go back to the top tool bar and select Configurations again and then Vendor Setup.



9. Find your existing O'Reilly First Call vendor record. Click on your O'Reilly First Call vendor record, and then click the Edit button.



10. Inside the Vendor link window click the Unlink button and answer Yes to the next question.

A screenshot of an 'Edit Vendor' window. It contains several fields for vendor information: 'Code' (OR), 'Vendor Type' (<none>), 'Name' (O'Reilly Auto), 'Contact' (Jeremy), 'Address' (100 S Eldon St), 'Zip City, State' (50474 Oakes ND), 'Phone Number' (000- - - Ext -), 'Fax Number' (000- - - Ext -), 'E-mail', 'Account Class' (<none>), 'Terms', 'Limits' (0.00), and 'Comments'. At the bottom, there are buttons for 'Sales History', 'Setup Link', 'Unlink' (highlighted with a black arrow), and 'Ok'.

11. Select the Setup Link button again. Choose **Setup FirstCall-New Link** as the catalog and click OK.



The 'Edit Vendor' dialog box contains the following fields and controls:

- Code: OR
- Vendor Type: <none>
- Name: O'Reilly Auto
- Contact: Jeremy
- Address: 100 S Eldon St
- Zip City, State: 58474 Oakes ND
- Phone Number: 000-____ Ext: ____
- Fax Number: 000-____ Ext: ____
- E-mail: _____
- Account Class: <none>
- Terms: _____
- Limits: 0.00
- Comments: _____
- Buttons: Sales History, Setup Link (highlighted with an arrow), Cancel, Ok

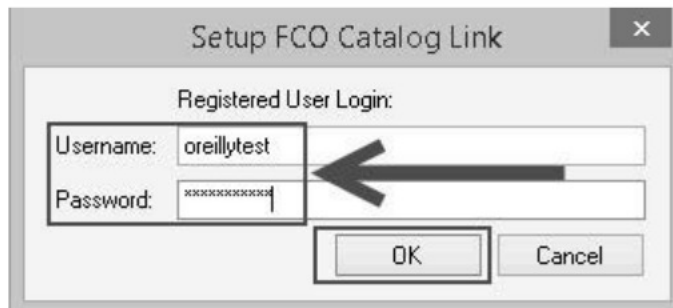


The 'Link Type Selection' dialog box contains the following:

- Text: Please select one of the following Link types and press Ok:
- Option: Setup FirstCall New Link (highlighted with an arrow)
- Buttons: Cancel, OK

12. Enter your new First Call Online Username and Password and click Ok.

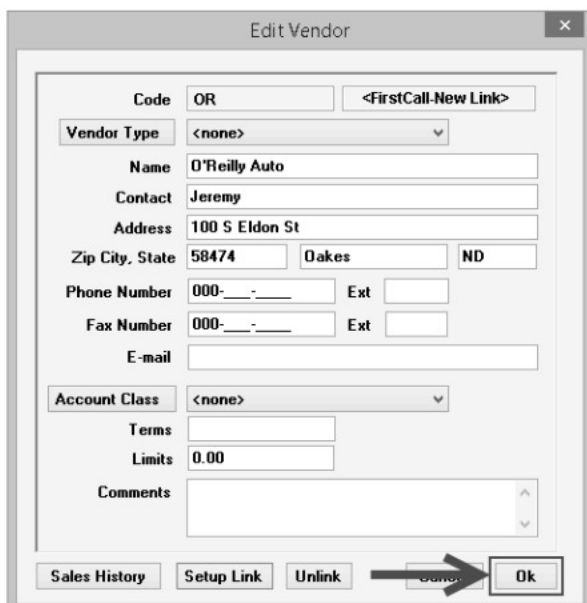
Note: If you do not know what your new Username and Password is, please contact your local O'Reilly Representative for more details, or contact support at the number shown below.



The 'Setup FCO Catalog Link' dialog box contains the following:

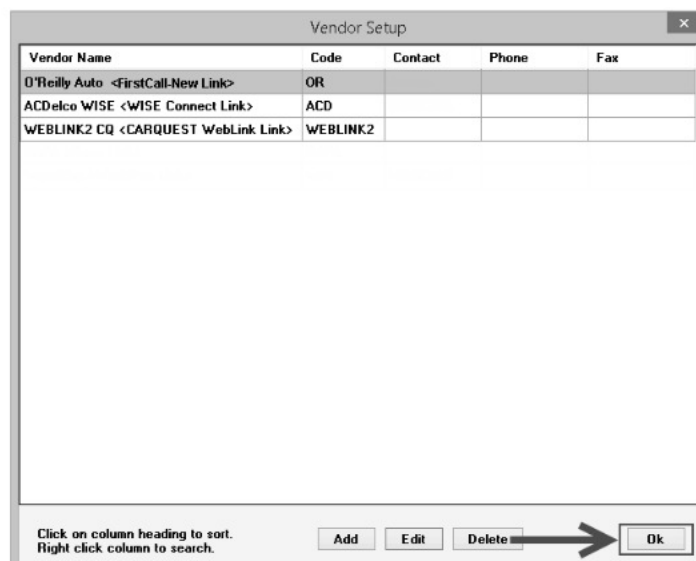
- Title: Setup FCO Catalog Link
- Section: Registered User Login:
- Username: oreillytest (highlighted with an arrow)
- Password: [masked]
- Buttons: OK (highlighted with a box), Cancel

13. Click the Ok button on the next two windows.



The 'Edit Vendor' dialog box contains the following fields and controls:

- Code: OR <FirstCall-New Link>
- Vendor Type: <none>
- Name: O'Reilly Auto
- Contact: Jeremy
- Address: 100 S Eldon St
- Zip City, State: 58474 Oakes ND
- Phone Number: 000-____ Ext: ____
- Fax Number: 000-____ Ext: ____
- E-mail: _____
- Account Class: <none>
- Terms: _____
- Limits: 0.00
- Comments: _____
- Buttons: Sales History, Setup Link, Unlink, Cancel, Ok (highlighted with an arrow)



The 'Vendor Setup' dialog box contains the following:

- Title: Vendor Setup
- Table:

Vendor Name	Code	Contact	Phone	Fax
O'Reilly Auto <FirstCall-New Link>	OR			
ACDelco WISE <WISE Connect Link>	ACD			
WEBLINK2 CQ <CARQUEST WebLink Link>	WEBLINK2			

- Text: Click on column heading to sort. Right click column to search.
- Buttons: Add, Edit, Delete, Ok (highlighted with an arrow)

14. When you open an estimate or work order, your First Call Online button will now be linked to the new First Call Online.

Tax	Total		
0.00	0.00		
		View PO	

If additional support is needed, please contact our First Call Support Team at 1-866-578-5997, Option 5 – Sales, Option 6 – First Call Support, or via email at fcallreg@oreillyauto.com.