

# **KOSTAL Solar Terminal**

The KOSTAL Solar Terminal is the central platform for getting started with all digital business processes at KOSTAL.



**KOSTAL Solar Terminal:** for PC, smartphone and tablet

With the KOSTAL Solar Terminal, all other central KOSTAL applications can be easily accessed in just one click.

The KOSTAL Solar Terminal can be used by both plant operators (private and commercial) and business customers (installers and specialist dealers).

The following applications are available:

- KOSTAL Solar online shop
- KOSTAL Solar Portal
- KOSTAL Solar Plan

Further applications will follow.



One login. All the benefits.

With the new KOSTAL Solar Terminal and integrated single sign-on, you only have to log in once to access all KOSTAL applications.

Single sign-on allows you to access all KOSTAL applications. This saves time and is secure and user-friendly. In addition, the new KOSTAL Solar Terminal with single sign-on facilitates mobile working from any location.



Watch the step-by-step video instructions!

See everything at a glance: user-defined dashboard with all applications



In the new KOSTAL Solar Terminal, you can conveniently handle digital business and administrative processes with KOSTAL yourself – in just a few clicks. You can also manage your own profile and enter, compare and edit data.

This gives you complete transparency and control over all information in the KOSTAL Solar Terminal. A roles and rights concept allows you to add other employees from your company as users to the KOSTAL Solar Terminal and to assign them their own roles with specific rights.



#### Register now for video training!

Curious about what the KOSTAL Solar Terminal can do for you? Then take a look at our video training.



# KOSTAL Solar Terminal: all of the steps summarised



log-in for business customers

On the log-in page, click on "Not got a user account yet?". On the next page, select "Business customer (installer or specialist dealer)".

Note regarding logging in for the first time: If your company is already registered in the KOSTAL Solar Terminal, cancel the log-in process with "No" and contact your company's administrator. Only confirm with "Yes" if you want to log your company in for the first time.

Please note that your registration will then be checked and approved by KOSTAL.

This may take up to 24 hours.



### How do I add more users?

As an administrator, you can add more users to your company account by inviting them to join. You will find this option on the home page under "User accounts". Click on "Administration", "User accounts" and "Add user".

Enter the e-mail address of the user you want to invite and assign the desired role(s) in the second box. You can select more than one.

The invited user receives an e-mail. This e-mail must be confirmed in order to activate the user account.

## How do I assign roles?

As an administrator, you can assign, delete and reassign roles to your team – even retrospectively.

Select the desired user and under Options, click on the pencil icon ("Edit"). You can assign, modify or delete roles in the drop-down menu.

Then save your selection under "Options" by clicking on the disk symbol ("Save").

## Overview of roles and rights

Multiple roles can be selected, e.g. purchasing + planning



**Note:** When the business account is created, **the first user is assigned the Administration** role and can assign themselves further roles when they log in to the Solar Terminal for the first time.

Users will only be able to see role changes undertaken by the company admin once they have again logged into their user account (select "Applications at a glance" and "My profile").