



FedEx WorldTariff Manager

# Account Setup

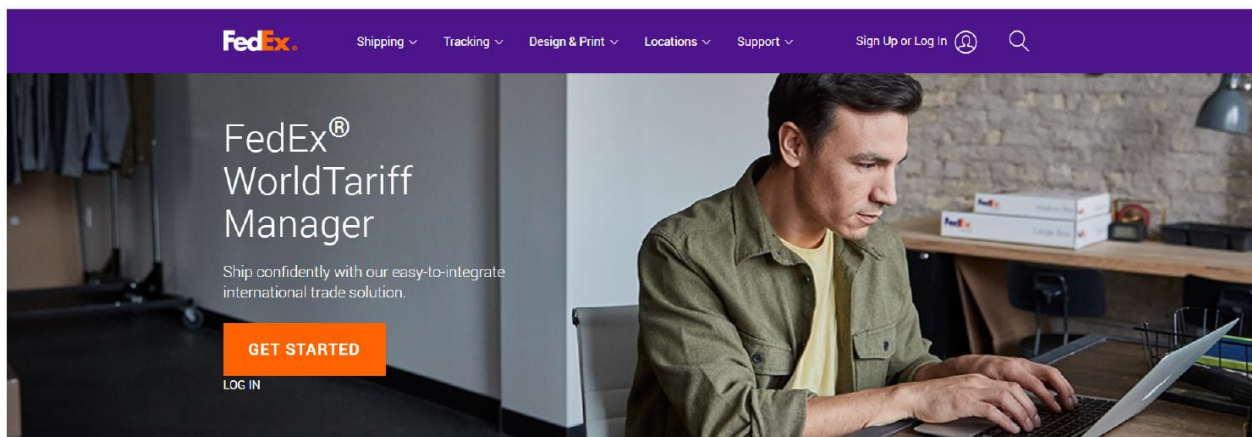
Customer User Guide

## GENERAL ACCOUNT SETUP

This section guides you through the basic steps for setting up a FedEx WorldTariff Manager account from the FedEx WorldTariff Manager landing page.

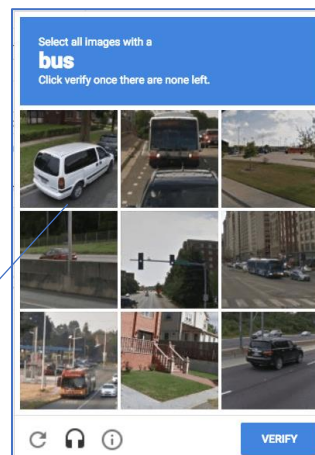
### Step 1: Sign up for a FedEx WorldTariff Manager account

To get started, you need to register your business on the FedEx WorldTariff Manager website. Click “Get Started” to begin.



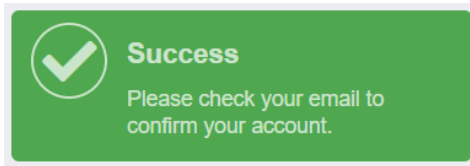
### Step 2: Complete account registration

1. After clicking, “Get Started” complete the required fields on the registration form, check the reCAPTCHA “I’m not a robot” checkbox (also complete the image challenge when presented), and review/agree to the Terms of Use.
2. Once all the required fields have been completed, the [Sign Up] button will be available to click and submit the form.



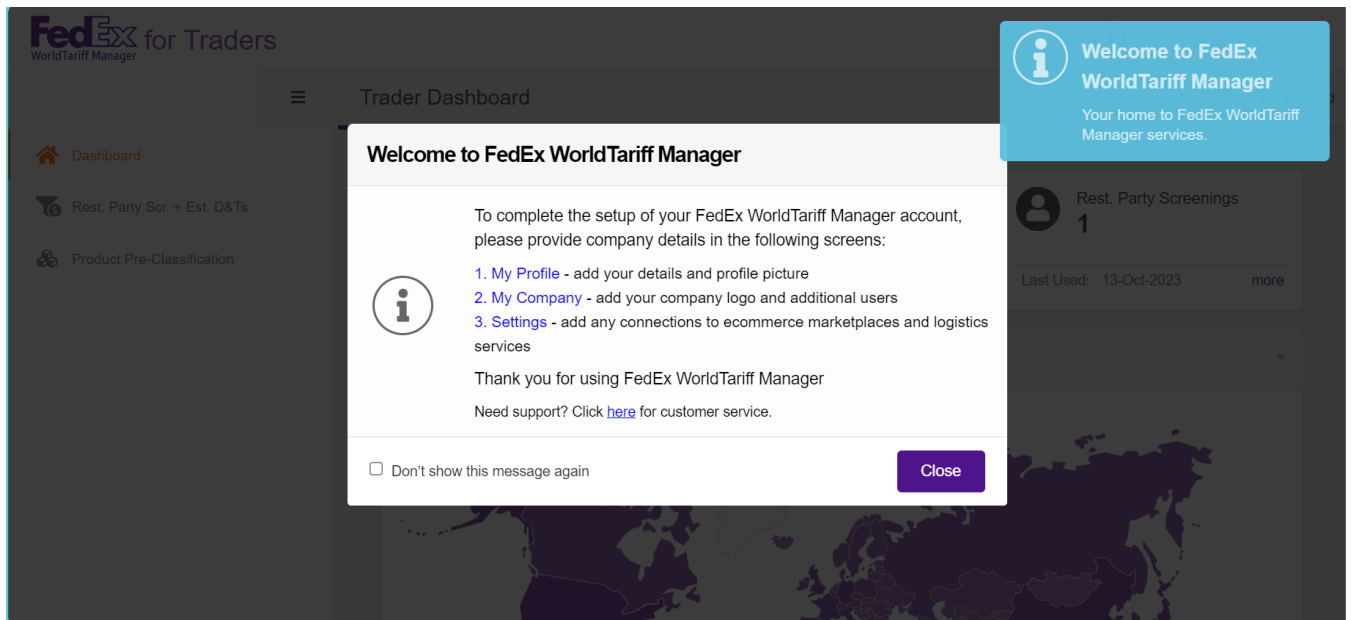
### Step 3: Receive confirmation email

3. Once the account registration is submitted, a pop-up growl notification will appear displaying **Success** (see image below). An email is also sent after submitting the registration form, which includes a link for you to confirm receipt and complete the account setup process.



4. Once email is confirmed, you'll be redirected to the FedEx WorldTariff Manager login page.

### Step 4: Receive “Welcome to FedEx WorldTariff Manager” message



1. At the point, you can use the individual links to setup your profile, update your company information or access the settings tab. (Please note, these action items can also be done through the FedEx WorldTariff Manager dashboard. Simply click **Close** to be directed there).

## Step 5: Shopify Plug-in and REST API Integration

1. To download the Shopify plug-in, click on **Settings** from the FedEx WorldTariff Manager dashboard and select **Ecommerce**.
2. At the bottom of page, click on “**How to find and Install the WTM Shopify Plug-in from Shopify Marketplace**” to begin.
3. To integrate using the REST API, select **Connections** from the Settings tab, and click on the “**Download WTM REST API Guide**” to get started.