



**DSDLink Sign-up
To Pay Encompass**

© Copyright 2022 Encompass. All rights reserved.
All trademarks and service marks are the properties of their respective owners.

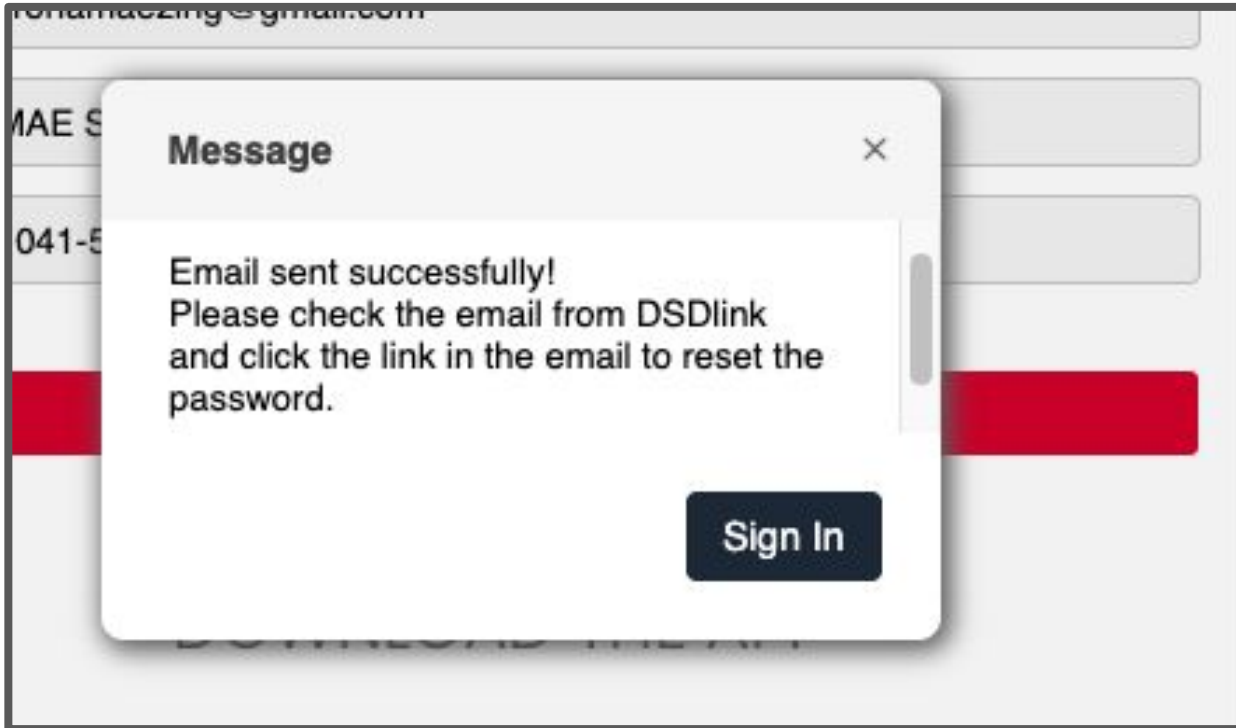


SIGN UP

STEP 1:

**Create an
account to
Sign-up in
DSDLink.com**





STEP 2:

You will receive
an email from
info@DSDlink.com
to reset your
password.



• Encompass Password Reset



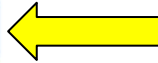
• info@dSDLink.com <info@dSDLink.com>

To:

Hi

We've received a request to update your login info on DSDLINK! Please click the button below to reset your password:

Reset Password



If you Can not see the button above, copy this address and past it into your browser to begin activation:
<https://dSDLink.com/QuickLink?MessageID=615593&QuickKey=85be03d4fe98c7cf6e6b0d705d76a07a>

Contact Support:
Email: Support@dSDLink.com

You received this email to let you know about important changes to your Encompass Account.
2022 Encompass Technologies, Inc., 420 Linden Street, Fort Collins, CO 80524, USA

NOTE:

- Corporate email accounts can take up to 10 mins to receive
- Also check spam folder



Set Password

Warning: Your password has expired and must be modified before you can use the Encompass system. This updates the password for all Encompass systems.

User name

New password



Password must:

- Be between 8 and 64 Characters
- Not be the same as the username
- Not repeat 3 consecutive letters (like 'aaa')

Confirm Password



Set Password

NOTE:

Click on **Set Password and you will be redirected to the DSDLink homepage to attach your business**



Attach your Business

Please refer to arrowed selections below



- 🏠 Home
- ✉ Shop
- 🛒 Cart
- 📄 Orders
- 💰 Invoices
- ⚙ Manage**
- 📊 Retail Insights ▾
- 📶 Connect POS ▾
- 🏛 Payment Methods ▾
- 📄 PayLink ▾
- 🛠 Support ▾
- 👤 Users ▾
- </> Extensions (Customizations) ▾

🏠 **Select Business** ▾

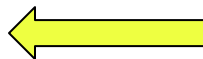
Manage business information

Distributors

Users

Business

+ Add New Distributor



Distributor name	Address	Status	Auto pay
------------------	---------	--------	----------



Select Business

Manage business information

Distributors

Users

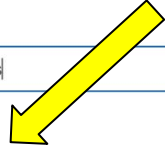
Search distributors

Distributor name

Add distributor

encompass Technologies

Encompass Technologies
Fort Collins, CO



NOTE:

**Connect to
Encompass
Technologies**



Select Business

Manage business information

Distributors

Users

Distributor name

Auto pay

Add distributor

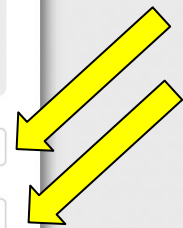
← **Encompass Technologies**
Fort Collins, CO

i Enter this information to verify that you are a customer. You can find this information on any delivered invoice number from Encompass Technologies.

Customer ID

Any invoice number

Cancel **Connect to Distributor**



- 
- 
- 
- 
- 
- 
- 
- 
- 
- 
- 
- 



Ordering is unavailable for your distributors

You don't have any distributors set up to accept orders on DSDLink. If you think this is an error, contact your distributor.

[Manage distributor connections](#)

[View your invoices](#)



- Orders
- Invoices**
- Manage
- Distributor Ordering Portal
- Support
- Users

All Invoices

Unpaid (12)

Due this week (4)

All Filters

DeliveryDate: >= 10/11/2021

Sort by: Status (High -> Low)

Mark Invoice/s and Pay Total



2 invoices selected

Pay \$7,207.20



Clear selection

<input type="checkbox"/>	Invoice Num	Delivery Date	Due Date	PO Num	Product Group	Open Balance	Status		
<input checked="" type="checkbox"/>	3017:	9/27/2022	10/10/2022		Non-Alcohol	\$3,820.22	Past due		
<input checked="" type="checkbox"/>	3017:	9/27/2022	10/10/2022		Alcoholic Products	\$3,386.98	Past due		
<input type="checkbox"/>	3019:	9/30/2022	10/10/2022		Alcoholic Products	\$2,993.43	Past due		
<input type="checkbox"/>	3019:	9/30/2022	10/10/2022		Non-Alcohol	\$1,210.54	Past due		
<input type="checkbox"/>	3021:	10/4/2022	10/25/2022		Alcoholic Products	\$3,317.43	Available to Pay		
<input type="checkbox"/>	3021:	10/4/2022	10/25/2022		Non-Alcohol	\$2,402.34	Available to Pay		
<input type="checkbox"/>	3023:	10/7/2022	10/25/2022		Alcoholic Products	\$2,288.33	Available to Pay		
<input type="checkbox"/>	3023:	10/7/2022	10/25/2022		Non-Alcohol	\$1,214.49	Available to Pay		
<input type="checkbox"/>	3788:	10/6/2022	10/25/2022			\$87.00	Available to Pay		

ENCOMPASS

QUESTIONS?