

GLOBAL e-SERVICE MEMBER REGISTRATION Reference Guide



Overview

The purpose of the Global e-Service Member Registration Reference Guide is to provide dealers with a simple process to create Global e-Service member accounts for dealer personnel.

This reference guide identifies the 3 steps to complete the member registration process.

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Reliable solutions

Login to Global e-Service (GeS) www.globaleservice.com and enter your User ID and Password.

Note: The use of a single ID by several persons is strictly prohibited. If you do not have an ID, request one by contacting the Global e-Service administrator.

Globale-Service

User ID

Password

Language

Login

[Forgotten your password? Please click here.](#)

System requirements
OS : Windows 7, Windows 10 (Ver.1809)
Browser : Internet Explorer 11 (Standard Support)
Microsoft Edge, Google Chrome (Support depending on application)
Please refer to FAQ in "Help System" about the support browser.

From the main menu, click on 'Control Panel' and select 'Member Registration'.

Globale-Service

Machine Search: Logout

model/model code: S/N: Go to M-FIND

Go to Global Knowledge Base

News

Control Panel

- My Account
- Global e-Service Introduction
- Member Registration

ConSite

Service

Machine

Warranty

Training

Utility

External Links

STEP 1 – LOCATE THE DEALER OR COMPANY

Enter the 'Dealer' or 'Company' name.

The screenshot shows the 'MEMBER MEMBER MANAGEMENT' interface. At the top, there is a tab labeled 'Find Members - Member Account'. Below this, there are two radio buttons: 'Member Account' (selected) and 'Temporary Account'. The interface is divided into two main sections: 'Filter by User' and 'Filter by Company'. The 'Filter by User' section includes fields for User ID, User e-mail, Given Name, Family Name, Job Type (dropdown), Job Title, Language (dropdown), User Country/Region (dropdown), and a 'View Option' checkbox labeled 'Show member only'. The 'Filter by Company' section includes fields for Company Code, Company Name (highlighted with a red box), Company Type (dropdown), and Company Country/Region (dropdown).

Scroll to the bottom of the page and select 'Find Members'.

The screenshot shows the bottom navigation bar of the application. It contains two links: 'e-Learning' and 'Help System', each with an unchecked checkbox. Below these links are two buttons: 'Find Members' (highlighted with a red box) and 'Clear Filter'.

STEP 2 – ACCESS THE MEMBER REGISTRATION APPLICATION

When the company name appears, click on the ‘drop-down arrow’ to expand the account information.

- Select the ‘Member registration application’ button.



STEP 3 – ENTER THE CUSTOMER INFORMATION

Complete the boxes highlighted in RED.

- Enter the member's given name (first) and family name (last).
- Enter the member's business email address. A personal email address cannot be used.
- Select the 'Job Type' from the drop-down menu. The correct selection determines which user permissions will be made available for that "job type".

MEMBER
MEMBER MANAGEMENT

Add e-Service Account

Find
 Company Information

Lock/Unlock Check here to lock the temporary account.

Given Name **Family Name**

E-mail Address

Job Type

Language

2nd language

Menu |

System Name	Description	Use permission
News	News	<input type="checkbox"/>
Send Mail	Send to Mail for All	<input type="checkbox"/>
My Account	Profile Registration	<input type="checkbox"/>
Global e-Service Introduction	This application shows you the Introduction manual	<input type="checkbox"/>
Member Registration	Request new account to GeS Admin.	<input type="checkbox"/>
ConSite Manual	Manual search system for ConSite Data Report	<input type="checkbox"/>
Event Map	Event Map	<input type="checkbox"/>
Contract Management	ConSite contract management system	<input type="checkbox"/>
Mail Setting	Mail setting management system for ConSite monthly	<input type="checkbox"/>
Oil Analysis Auto-Diagnosis System		<input type="checkbox"/>
ConSite ISF X (Configuration Parts Catalog)	ISF for TEST	<input type="checkbox"/>
ConSite ISF (Intelligent Service Parts Finder)	Intelligent parts finder for ConSite users	<input type="checkbox"/>
Authority Setting (ISF/ APL)	The menu setting up the administrators of APL	<input type="checkbox"/>
ConSite Shot Web		<input type="checkbox"/>
ConSite Remanufacturing	ConSite Shot for Reman Center	<input type="checkbox"/>

Scroll down to the bottom of screen and click the 'Apply' button.

Note: Once the registration has been verified and approved by the GeS Admin, the member will receive an email with instructions on how to complete the registration.

