Customer Portal Tutorial

To register for a customer portal account:

Step 1: Go to the sign in screen at <u>https://mycook.cookmedical.com</u>.

Step 2: Select the Sign up now link at the bottom of the sign in screen.

	to the Cook Customer Portai	
e Cook Custo	mer Portal is a secure, one-stop gateway to getting your work done!	
₽ Sign	In	
Email Addre	55	
Email Addres	IS .	
Password	Forgot your password?	
Password		
SIGN IN		
Don't have ar	account? Sign up now	
Or if you have	e a Cook email address	

Step 3: Complete the form.

Step 4: Select Create.

You will receive email notification of approval within 2 business days, if not sooner, from Customer Support. Once you have received the email notification, you may sign in to your account at https://mycook.cookmedical.com.

Sign Up	
Email Address	
SEND VERIFICATION CODE	
New Password	Confirm New Password
First Name	Last Name
Company Name	Title
Customer Number	Select Your Role



To invite a new user from your company:

Step 1: Select Customer Account from the main menu.



Step 2: Select the Users tab.

Step 3: Select the Invite User button to the top right of the screen.

	User	s			•	INVITE USER
Contact Support	Q Sea	arch Users			CUSTOMER ROLES All	~
Document Center		FIRST NAME	LAST NAME	EMAIL	CUSTOMER ROLE	
	MC	Michelle	Cooper	mcooper@heartwoodhealth.com		08
	9	Sean	Tolbert	stolbert@heartwoodhealth.com	-	08
	(Priyanka	Mayo	pmayo@heartwoodhealth.com	Supply Chain	00
		Тауа	Tapia	ttapia@heartwoodhealth.com	Other	08
ns of Use Nie Compliance a Protection Notice		Jesse	Kirkland	jkirkland@heartwoodhealth.com	Clinical Unit Manager	08
ogout Cook Medical 2019		Jon-Paul	Jarrett	jjarrett@heartwoodhealth.com	Supply Chain	08
	PD	Paula	Martin	pmartin@heartwoodhealth.com	Logistics	00
Live Chat •	1 to 7	of 7		0	Previous Page 1 of 1 Next	0 0
Give Us Feedback						
IGUAGE						

Step 4: Complete the form and press Submit. Your colleague will receive an email detailing how to sign up for a Customer Portal account.

For all questions about how to use the portal, visit the FAQ.

