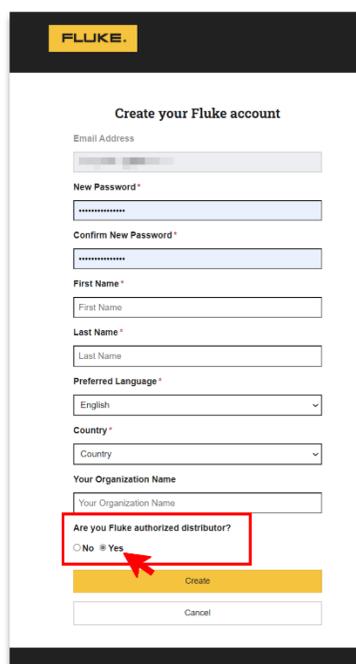
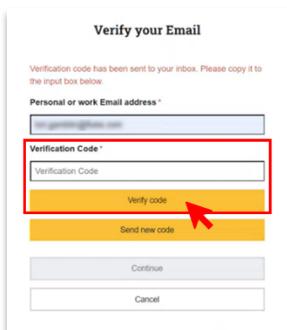
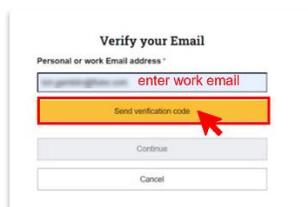
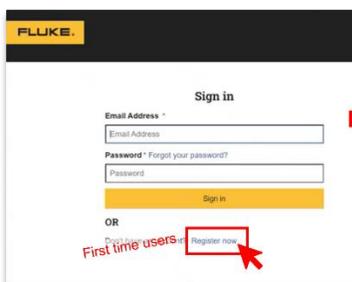
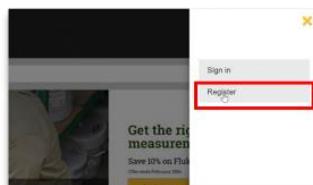
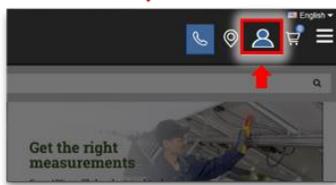


# Quick Guide to Distributor Portal & Distributor Store

Fluke’s new Distributor Portal is designed to give you secure access all the Fluke resources you need—including to the FDOS store (Fluke’s distributor ordering system). After the initial set up of your accounts, you will have an single sign on (SSO) experience from then on. Here’s how to complete the initial set up.

## 1. First, access the Distributor Portal.



To log in to Fluke’s Distributor Portal:

1. Clear your browser history. Then close and reopen your browser. Navigate to [www.fluke.com](http://www.fluke.com).
2. Select Fluke Corporation from the drop-down box.

3. Select your region.

4. Your regional home page will show a *My Account* icon in the top right corner.

Click on the *My Account* icon and choose *Register*.

5. On the *Sign In* screen, select *Register Now*.

6. Enter your **work email** and request a verification code.

7. Use your verification code to create your Fluke account.

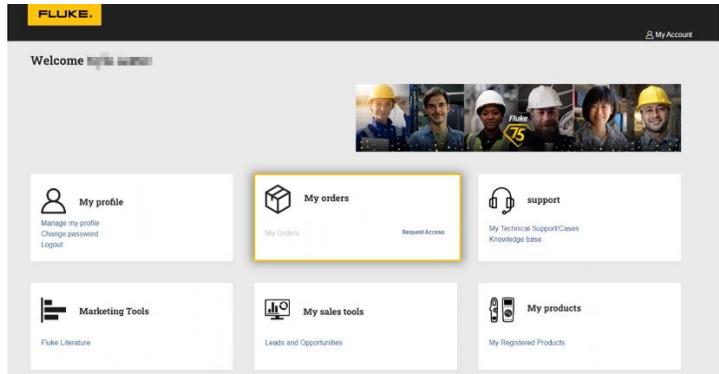
Remember to verify that you are an authorized distributor.

## 2. Next, access the FDOS through the My orders tile.

Check orders, obtain quotes, and more.

From the Distributor Portal interface, locate *My orders* tile—our store interface for distributors.

The first time, you will need to request access. Click the *My Orders* tile.



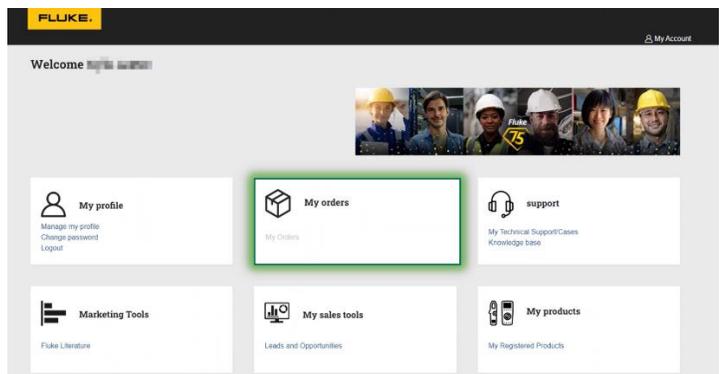
In the next screen, check the *My orders* box and provide your business information, including your Fluke customer number. Click *Submit*.

Once you submit your request, you will get an acknowledgment email quickly—in 1-2 days at most.

### Re-log in.

When you receive notification via email that you have been approved, go back to the distributor portal and log in to [Fluke.com/my-account](https://Fluke.com/my-account).

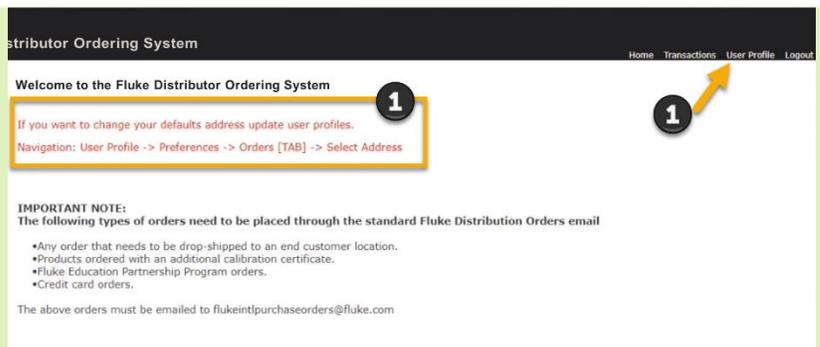
Now simply clicking on the *My orders* tile opens the FDOS.



## 3. Once inside the FDOS, set your defaults:

You will be prompted to navigate to the *User Profile* tab to change values in your new user profile.

Click on *User Profile* (1) in the top right corner.



Two areas to work in are (2) *Personal Information* and (3) *Preferences* in the left pane.

(2) **Personal information screen:** if you want a different email alias within your company to receive order updates or shipping notifications—fill out this screen. Click *Apply*.

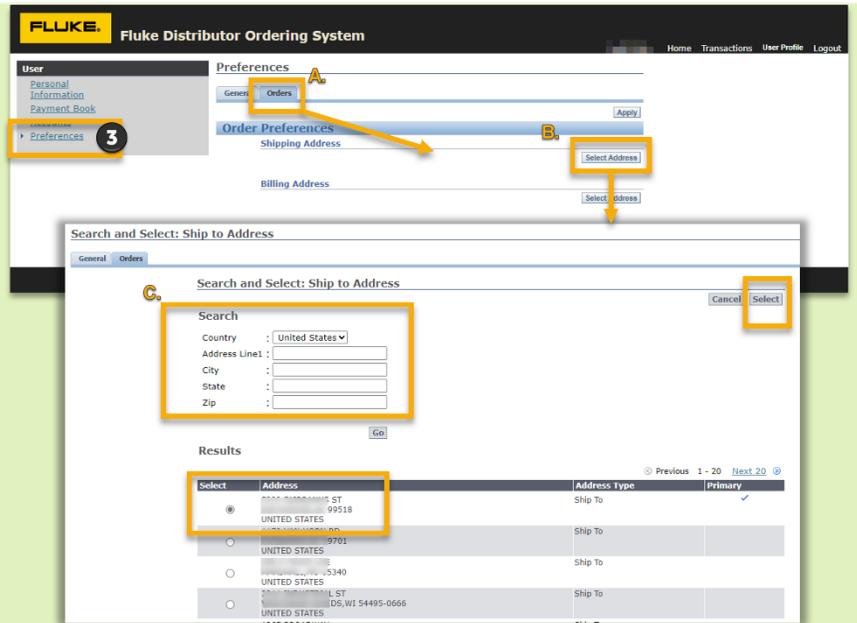
**(3) Preferences screen** – you will need to pick the default shipping and billing addresses from a list of those currently available for your country.

From *Preferences* screen (3), select the *Orders* tab (A) and on the Shipping Address line, click *Select Addresses* (B).

On the next screen, use the Search area (C) to refine your search as needed –if your company has many different shipping addresses, you may want to enter more precise values to narrow your search.

Click the radio button next to the address you want.

Click Select.

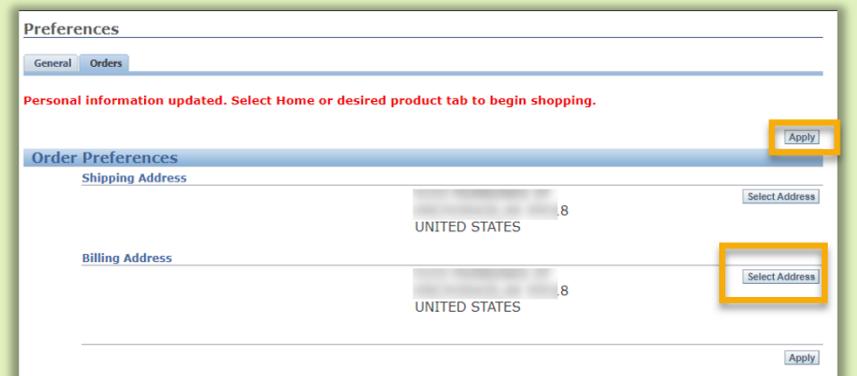


### Set Billing default address.

Repeat the process to change your default billing address, which can be found right under the Shipping Address fields.

And then click Apply to save both shipping and billing address selections

With your shipping and billing set, you can now select the Home button to begin using the FDOS application.



## More ways to use the Fluke Distributor Online System:

- Click here for [short videos on how to use the FDOS](#)