

Customer Connect

Dealership Customer Manual



Table of Contents

1.	INTRODUCTION.....	3
2.	SET UP	3
	2.1 CREATE AN ACCOUNT AND LOG IN	3
	2.2 MY TRANSACTIONS DASHBOARD.....	3
	2.3 VIEW, PRINT AND DOWNLOAD INVOICES	4
3.	USEFUL INFORMATION.....	4



For more information on Ibcos Computers Ltd.,
please visit **www.ibcos.co.uk**.

To get in touch with us, please email us at
sales@ibcos.co.uk or ring us at **+44 (0) 1202 714200**

1. INTRODUCTION

The Customer Connect portal is a web-based solution that gives you instant access to financial transactions all in one place. This tool reduces inefficiencies by allowing you to view, download, and print invoices anytime, minimising the need for re-issues.


2. SET UP

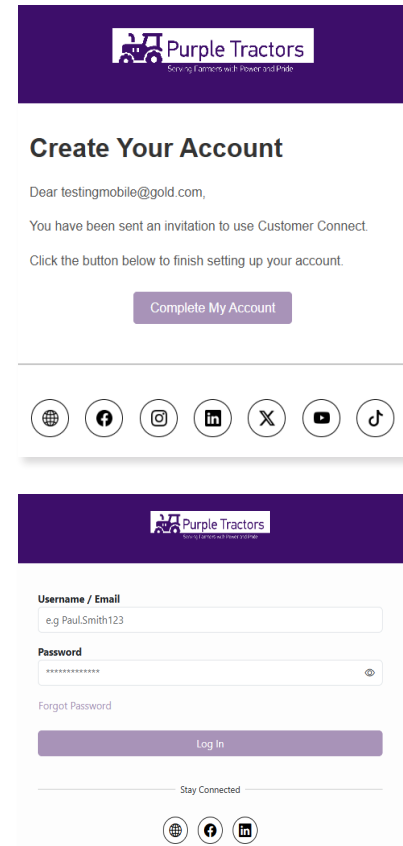
2.1 Create an Account and Log in

An email to set up an account will be sent to you.

Once the email has been received, follow the steps below to create your account:

1. Select **Complete My Account**.
2. Create a new password.
3. Enter your email address as the username and enter the password you created.
4. Select **Log In** to complete the account verification

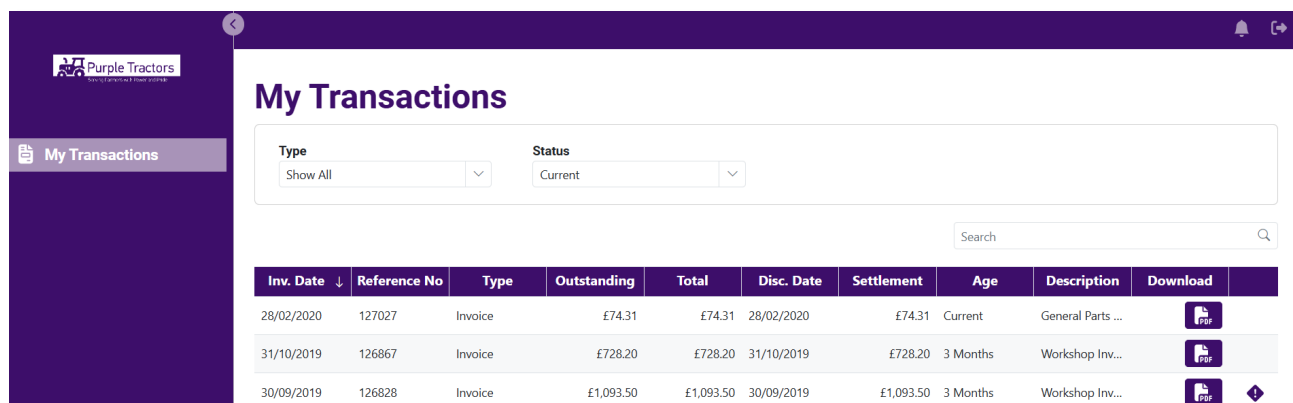
 You can use the following link to access the portal in the future: dcp.ibcos.gold






The image shows two screenshots of the Purple Tractors Customer Connect portal. The top screenshot is the 'Create Your Account' page, which includes a header with the Purple Tractors logo and tagline 'Serving Farmers and Fitters and Fitters'. The main content area says 'Dear testingmobile@gold.com, You have been sent an invitation to use Customer Connect. Click the button below to finish setting up your account.' and features a 'Complete My Account' button. Below this are social media icons for Facebook, Instagram, LinkedIn, Twitter, YouTube, and TikTok. The bottom screenshot is the 'Log In' page, which has a similar header. It includes input fields for 'Username / Email' (with the example 'e.g Paul.Smith123') and 'Password', a 'Forgot Password' link, and a 'Log In' button. At the bottom, it says 'Stay Connected' and shows the same social media icons.

2.2 My Transactions Dashboard

Once you've logged in, you will be able to view the My Transactions dashboard.



The image shows a screenshot of the 'My Transactions' dashboard in the Purple Tractors portal. The dashboard has a dark purple sidebar with the 'My Transactions' menu item highlighted. The main content area has a header with the title 'My Transactions' and two dropdown menus for 'Type' (set to 'Show All') and 'Status' (set to 'Current'). Below these is a search bar. The main part of the dashboard is a table with the following columns: 'Inv. Date', 'Reference No', 'Type', 'Outstanding', 'Total', 'Disc. Date', 'Settlement', 'Age', 'Description', and 'Download'. The table contains three rows of data:

Inv. Date	Reference No	Type	Outstanding	Total	Disc. Date	Settlement	Age	Description	Download
28/02/2020	127027	Invoice	£74.31	£74.31	28/02/2020	£74.31	Current	General Parts ...	
31/10/2019	126867	Invoice	£728.20	£728.20	31/10/2019	£728.20	3 Months	Workshop Inv...	
30/09/2019	126828	Invoice	£1,093.50	£1,093.50	30/09/2019	£1,093.50	3 Months	Workshop Inv...	

- Customer activity is listed on the screen which include the invoice date, reference and other relevant details extracted from Gold.
- Transactions can be filtered by **Type** and their current Gold **Status**.
- The **Notifications** and **Log out** button are located on the top right corner.

My Transactions

2.3 View, Print and Download Invoices

You can easily view, print and download invoices from the My Transactions dashboard.

Follow the steps below to view, print and/or download invoices:

1. To locate an invoice, you can **scroll through the list of transactions**, use the **search function** or select **History** from the Status drop down to see settled invoices.

2. Once you've located the invoice, select the **Document icon** from the **Download column** to view it.

3. Select the **Printer icon** to print or select the **Download icon** to download it to a local device.

4. Click anywhere on the **My Transactions** dashboard to return to it.

Download



My Transactions

My Transactions

Type

Show All

Status

Current

Inv. Date	Reference No	Type	Outstanding	Total	Disc.
28/02/2020	127027	Invoice	£74.31	£74.31	28/02/2020
31/10/2019	126867	Invoice	£728.20	£728.20	31/10/2019

Poolle
102 Shady Lane
Apping
City of London
BT13 8AG
V.A.T. No. GB

Stanley Wojcik
170 Roberts Road
Banbury
Surrey
TAA8 1DY

GBP COPY INVOICE
Account..... 1202
Depot..... 1
Order No.....
Cust Adv No.....
Reg Code..... JP
Workshop Invoicing

Job No..... 106915
Vat No. GB

Page No 1 Date 31/12/2019 Invoice No. 126968

Part Number	Description	Qty	Unit	Price	Amount
Wholesale Ref : 10000710					
Model : 10000710					
01106915126968	Duis accusan n unc a condimentum ullamcorper eros.				
	Total Labour				450.00



Did you know?

A dispute icon will appear next to any invoice that has been disputed.



3. USEFUL INFORMATION



Support Number:
+44 (0) 1202 714200
Press Option 1



Support Email:
support@ibcos.co.uk



Document Version:
11/12/2025