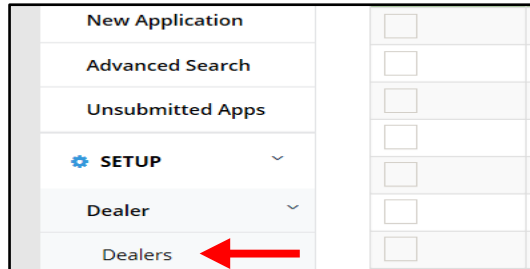




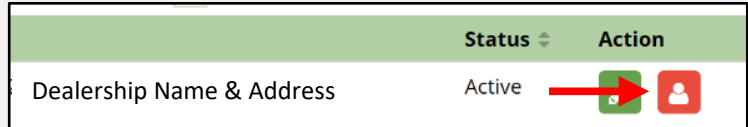
PERFORMANCE FINANCE™

DecisionLender
Adding Additional Users

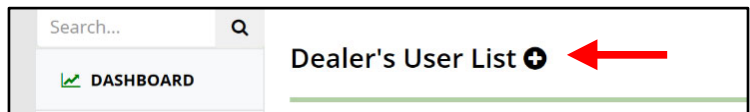
1.) Log in to DecisionLender.
On the left-hand side of the DecisionLender's homepage, select **SETUP, Dealer, then Dealers.**



2.) Your Dealership Name & Address will now populate on the screen. To add a user, click the **red person icon.**



3.) Click the **(+)** Symbol to add the user(s).



4.) Finally, enter the new user information.

*NOTE: Select **Workqueue-My Apps** for your **Landing Page.** Do not complete the IP or Time/Date Restrictions field.*

Once complete, click **Save.**

The user will now receive two system generated emails from noreponse@decisionlender.info with their Login and Password credentials.

User Information		
Status * <input checked="" type="radio"/> Active <input type="radio"/> Disabled	User Id * <input type="text"/>	Assigned To * Onak Test Dealer
Role * Select Role <input type="text"/>	First Name * <input type="text"/>	Middle Name <input type="text"/>
Last Name * <input type="text"/>	Phone Number * () - -	Phone Ext. <input type="text"/>
Fax Number () - -	Email * Please enter your email <input type="text"/>	Confirm Email * Please re-enter your email <input type="text"/>
Employee ID <input type="text"/>	<input type="checkbox"/> Same Time Zone As Lender	Time Zone * <input type="text"/>
Application Landing Page * Select Application Landing Page	NMLS Number <input type="text"/>	State Select User State
		Landing Page * Select Landing Page

Do not hesitate to contact us should you have additional questions or need further assistance.

855.432.7720 | goperformancefinance.com

Mon - Sat: 7am – 7pm PST, Sunday: 8am – 3pm PST

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