



Spatial Corp. Download and Documentation Site First Time User Instructions

Getting Started

If you already have access to downloads, you will automatically have access to documentation and no further action is required.

If you are requesting access, follow the steps below:

Step 1. Enter your Spatial **Company ID** in the first field (either 4-digit number or 6-digit alpha-numeric).

Step 2. Enter a new username in the **Username** field; this will become your username and is linked with your email address.

Step 3. Enter your unique **Email Address** (please do not use a multi-user alias).

Step 4. Leave the **Password** field blank.

Step 5. Click the **appropriate request access** button.

- Click **“Request Docs Only Access”** button if you **do not** need to download and install Spatial software
- Click **“Request Download Access”** button if you need to download and install software

Step 6. Once the appropriate button has been selected a request will go to your “access manager” within your company for approval.

- Once you select the Access button, the name of your company's "access manager" will appear. If this person is no longer the access manager, please contact Spatial Support Services (support_spatial@3ds.com)

Step 7. Once approved you will receive an email with your new password.

Step 8. After logging in for the first time, please change your password.

The screenshot shows the Spatial Corp. website's login page. At the top left is the Spatial logo with the tagline "Accelerate 3D Innovation". The top right contains links for "Support Login", "Downloads Login", "Contact", "Forum", and "Blog". A navigation menu includes "INDUSTRIES", "PRODUCTS", "SERVICES AND SUPPORT", "RESOURCES", "COMMUNITY", and "COMPANY". Social media icons for Facebook, Twitter, LinkedIn, YouTube, and RSS are also present.

The main content area is titled "ACCESS" and features a blue header with a 3D printer nozzle image. Below the header, it says "Welcome to the new Spatial Corp. download site." and provides instructions for first-time visitors: "If this is your first time visiting since 2015/01/26 and you did not receive an email from Spatial with login credentials, please follow the link to the instructions available at the right in the **Need Help?** section, or by clicking [here](#)."

On the right side, there is a "Need Help?" section with a globe icon and contact information: "For assistance with downloads [contact support](#) or call 303-544-2900. Visit our [support forum](#) for immediate assistance."

The login form consists of four input fields: "Company ID", "Username", "Email Address", and "Password". Red text annotations above the fields indicate: "Step 1: Enter Your Company ID", "Step 2: Enter Your Username", "Step 3: Enter Your Email Address", and "Step 4: Leave the Password Field Blank".

Below the fields is a "Login" button. Underneath it are four buttons: "Forgot Your Username", "Forgot Your Password", "Request Download Access", and "Request Docs Only Access". A red arrow points to the "Request Download Access" button with the text "Step 5: Click the Appropriate Access Button".

At the bottom right, there is a blue box with the text "First time user instructions" and a green arrow pointing to "Click here".

At the bottom of the page, there is a copyright notice: "© 2015 Spatial Corp. ACIS, 3DScript and SAT are registered trademarks of Spatial Corp. Privacy Policy Site Map".