# SHIPCSX

## ShipCSX User ID

ShipCSX makes it easy to manage shipments quickly and efficiently using secure data that is specific to you and your company. The user ID is specifically assigned to you. If a co-worker needs access, please have them sign up for their own ID and, if needed, we can duplicate your access to their new user ID. The sharing of an ID is not permitted.

#### ShipCSX eBusiness Registration

Register for an ID to gain access to the ShipCSX website. Each ID will be CSX generated and secure. Users choose their own password. Each setup is based on each user's individual specifications.

To sign-up visit: www.ShipCSX.com; select the link 'Sign up for eBusiness'.



Figure 1: ShipCSX Log In

#### **Getting Started**

Select the CSX Customer type the best describes your primary business. If you ship only door-to-door, choose **RailPlus door-to-door Customer**. If you ship both door-to-door and ramp-to-ramp, choose **Intermodal Customer**.

After you select your customer type, complete the registration form by providing the requested information.

Getting Started
To begin, select your user type:
CSX Customer
<ul> <li><u>Carload Customer</u> - Register for a ShipCSX User ID and secure Railcar tools.</li> </ul>
<ul> <li>Intermodal Customer - Register for a ShipCSX user ID and secure Intermodal ramp-to-ramp tools.</li> </ul>
<ul> <li><u>RailPlus door-to-door Customer</u> - Register for a ShipCSX user ID and secure RailPlus door-to- door tools.</li> </ul>
CSX Employee - To register for ShipCSX to access customer information.
CSX Payroll Vendors - To register for online payroll deduction administration.
Government and Contract Customers - To register for ShipCSX access to account information.

### **Email Validation**

Upon registration, our system will send an email to both the user and their defined Point of Contact (someone at the user's company who can verify employment). Recipients click on an encrypted link within the email, validating their respective email addresses. Once validated, the user can use ShipCSX securely without interruption.

## Forgot User ID

Receive your user ID via your registered email address after answering several questions.

### **Forgot Password**

Receive a generated code via email which will allow you to create a new password after answering your security question.

# PATRON TOKENS

### **Patron Tokens**

In order for Quote RailPlus to be accessible by multiple users within an organization, appropriate permissions must be granted to each user. Email your ShipCSX/Quote RailPlus user ID to your Sales Account Manager and they will request the proper permissions for you.