



# GENERAL INFO

**Recipient:** North American OEMPort User  
**Subject:** BOSSWeb™ Migration

## WELCOME TO BOSSWeb™ ([www.bossweb.brp.com](http://www.bossweb.brp.com))

Over the past several years BRP has invested heavily in our OEM Value Proposition to provide our network of OEMs, dealers and consumers with the Ultimate Powersports Experience. With this in mind we are excited to announce that we will be migrating OEMPort™ users to our BOSSWeb™ platform in order to deliver a more streamlined user experience.

Your account has now been activated with BOSSWeb™. To ensure there are no interruptions in your business during the transition, OEMPort™ will remain active for the next 30 days so you will have access to both systems.

When you transition to BOSSWeb™ you will be greeted with a new log-in screen. You will be prompted to enter your OEM number, user name and password. Please see below on how to enter your OEM information as you will now be required to place a 1 in front of your OEM number during login. **We recommend you change your password immediately to maintain a high level of security for your account. Password reset is located on the upper right hand under corner of the screen under "Profile".**

As you begin to navigate through BOSSWeb™, you will notice that the initial impact is mostly visual, with a more current color scheme and a homepage that has been simplified to be more concise and effective to provide easy navigation for transactions and document searches. Functionalities have not changed, although a few daily transactions have moved to a more user-friendly location on the menu bar. Included in this packet is a BOSSWeb™ navigation overview & Quick Start Guide outlining where you access familiar OEMPort™ screens on BOSSWeb™.

Under the Info Center menu and as a first step, you will find two new great tools - the Knowledge Center and the Community. Both are targeted towards service department efficiencies, involving time savings and, ultimately, increased profits. To learn more about these tools, please refer to page 8. As we continue to evolve BOSSWeb, we will be introducing even more new tools which will further showcase the "ease of doing business with BRP" and also provide more tangible in-store OEM benefits. With the addition of these value added tools, we will also be modifying monthly system-related fees. This increase will be minimal and will be communicated prior to implementation which is currently targeted for January 2015.

**Your original OEM Information System (DIS) login and password remains unchanged within the new platform.**

**Need Help?** For assistance please call the help desk at:

(800) 888-4662 and select option #5.



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## BOSSWeb™ NAVIGATION OVERVIEW

SALES MENU OPTIONS	
E-Custom (Panel Kit Configurator)	Boat Builder Shipments
Engine Order Status	Display Package Shipments
Engine Availability	Renewal Documents
Engine Activity	
PARTS MENU OPTIONS	
Parts Order Entry	E-Rig (Rigging Configurator)
Parts Order Status	EPC Parts Catalogs
Parts Back Order Status	
WARRANTY MENU OPTIONS	
Unit History Display	Campaign Claim Entry
Claim Inquiry	Change a Campaign Claim Entry
Standard Claim Entry	View Unprocessed Claims
Change a Standard Claim	
INFO CENTER MENU OPTIONS	FINANCIAL MENU OPTIONS
Knowledge Center	Electronic Payment
Community	
Operators Guide	
COMCENTER MENU OPTIONS	
PartSmart License Key	MSDS
Evinrude Media Site	E-TEC Injector Coefficient
Outboard Software	ICON Datalink Diagnostic Program Download
Parts Pricing Downloads	I-Command Software Downloads *NEW
TRAINING MENU OPTIONS	
BRP Center	
Service Training Enrollment	
Service Training History	
ADMINISTRATION MENU OPTIONS	
Profile Management	Security Set Users Security
Email Update	Security Set OEMship password

**Note: Some transactions may not be available based on your agreement type.**



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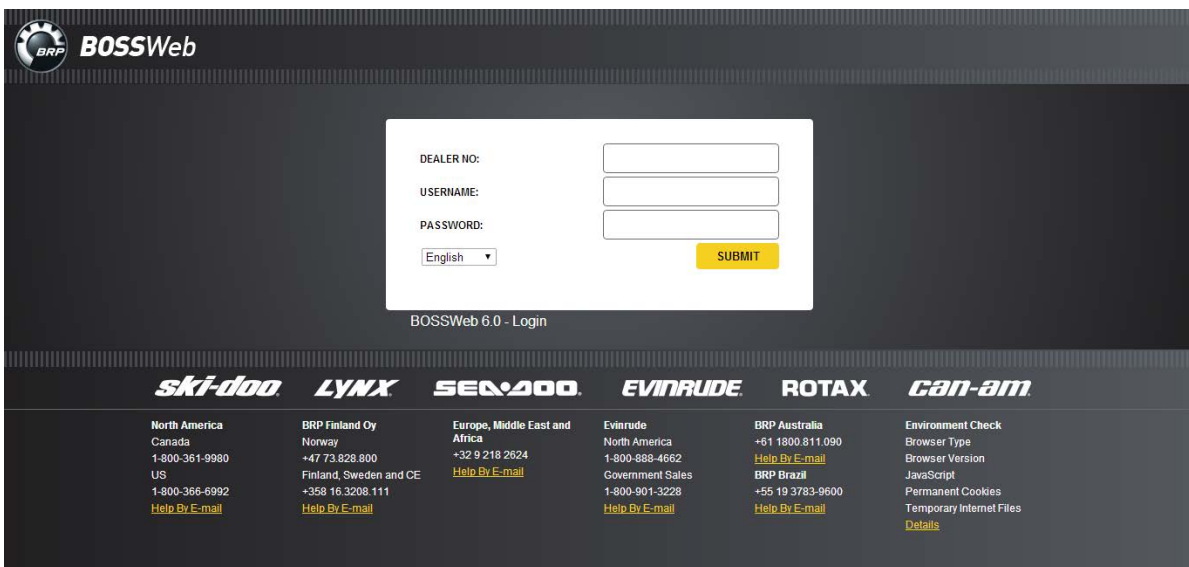
## QUICK START GUIDE TO BOSSWeb™

### Introduction:

This guide will show you how to access and use the various features of BRP's BOSSWeb™ information website

### Accessing BOSSWeb™:

BOSSWeb™ supports most browsers including Internet Explorer, Chrome and Fire Fox. Using your browser, go to: <https://www.bossweb.brp.com>



When the page opens you are prompted to enter your OEM number, user name and password. For your future convenience this would be a great time to create a shortcut on your desktop for BOSSWeb™. **For access to BOSSWeb™ you will need to add a 1 in front of your existing MPS OEM number.** Your user name will be the same numbers that you enter in the OEM number. For your first log on to BOSSWeb™ your password will be supplied to you in your rollout notification. It is strongly suggested that you change this default password during this first session in BOSSWeb™ for security reasons. You are responsible for all transactions involving your account

<b>OEM Number</b>	1+(OEM number)
<b>Username</b>	1+(OEM number)
<b>Password</b>	5 DIGIT ZIP CODE



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## HOME page:

Welcome to the Home page of BOSSWeb™!

From the Home page you can navigate to any area of BOSSWeb™ to complete your transaction or get information.

Document Type	Subject	Description
Administrative Bulletin	<a href="#">OE How To Search For BOSSWeb Outboard Postings_000093164_ADM84Y013S00_en</a>	This communication is to inform you on the best methods to search for Evinrude Outboard content on BOSSWeb.
Warranty Bulletin	<a href="#">OE Warranty Bulletin 2014-02(W) Application Of A Replacement Decal To The Model/Serial Number Tag_000095381_WCN84Y014S00_en</a>	This notice is sent to you in accordance with the requirements of the U.S. Environmental Protection Agency (EPA), the California Air Resources Board, Environment Canada, and other applicable laws and regulations.
Warranty Bulletin	<a href="#">OE Warranty Campaign 2014-01(W) Required Inspection Of Crankshaft Position Sensor_P/N 587014_EVINRUDE@E-TEC@90 H.O. - 300 HP OUTBOARDS-000092913-WCN84Y014S00-en</a>	This communication is to inform you of a required inspection of crankshaft position sensor, P/N 587014, on certain Evinrude E-TEC 90 H.O. - 300 HP outboards.
Training	<a href="#">JP 2014 / 2015 Rotax Jet Propulsion Technical Training Schedule_000094062_TNG84Y014S00_en</a>	Training Schedule for Rotax Jet Propulsion 2014 Fall / 2015 Spring training season.
Training	<a href="#">OE 2014 - 2015 Technical Training Schedule_000093129_TNG84Y014S00_en</a>	OPS Training schedule for 2014/2015
Instruction Sheet	<a href="#">OE KIT Instruction Sheets - All Outboard Engine Instruction Sheets_000093140_INS84Y014S88_en</a>	A list of all Evinrude® Outboard instruction sheets.

In the upper right corner you will find the **HOME**, **PROFILE** and **LOG OUT** buttons.

**HOME** will bring you back to this page from any other.

**PROFILE** is where you manage your BOSSWeb™ account information. Under Profile you can manage your language settings, Time Zone, contact information, email address and most importantly your Password. We recommend you change your startup password at the first log in.

**LOG OUT** ends your current session in BOSSWeb™

**My Profile** [Edit](#) [Change Password](#)

**User Information**

BOSSWeb Username: 1190405 Time Zone: (GMT+00:00) Greenwich Mean Time (GMT)

Communication Language: English

**Contact Information**

First Name: Un Email: [haddenhartcourmanna@outlook.com](mailto:haddenhartcourmanna@outlook.com)

Last Name: Known Title:

Phone: 4108679666 Fax:

Mobile:

**Address Information**

Address Street: 600 CABANA BLVD

Address City: DEALE

Address State Code: Maryland

Address Postal Code: 20751

Address Country Code: United States



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## HOME PAGE Menus

By moving the cursor over any of the menus on the Home page you will reveal the available transactions. Many of these will be familiar but BOSSWeb™ also contains many new features as well.

## SALES

The screenshot shows the BOSSWeb application interface. At the top, there is a navigation bar with the BOSSWeb logo and the text "Welcome to BOSSWeb, Fred Bode" along with links for Home, Profile, and Log Out. Below this is a menu bar with categories: SALES, PARTS, WARRANTY, INFO CENTER, FINANCIAL, COMCENTER, TRAINING, and ADMINISTRATION. A sidebar on the left lists various menu items under the SALES category, including ENGINE ORDER STATUS, ENGINE AVAILABILITY, ENGINE ACTIVITY, PROGRAM INCENTIVES, REGISTRATION ENTRY, BOAT BUILDER SHIPMENTS, DISPLAY PACKAGE SHIPMENTS, DEALER REGISTRATIONS, CONSUMER RETAIL PROGRAM ENTRY, CONSUMER RETAIL PROGRAM STATUS, LEAD MANAGEMENT, and RENEWAL DOCUMENTS. The main content area displays a document listing table with columns for Subject and Description. A "Document Type" dropdown menu is set to "All".

Subject	Description
<a href="#">Warranty Bulletin 2012-01(W) – Warranty Campaign – Improved Exhaust Grommet Assembly</a>	This communication is to remind Evinrude® and Johnson® dealers in North America to act on two (2) recent warranty campaigns: 2011-03(W) and 2011-04(W). BRP recommends ALL affected outboard models be inspected or repaired. BRP will send a letter to customers who have purchased affected outboards and request they schedule this warranty update. A copy of the letter is included with this posting.

Clicking on any of the links will take you to the normal transaction you are familiar with.

SALES MENU OPTIONS	
E-Custom (Panel Kit Configurator)	Boat Builder Shipments
Engine Order Status	Display Package Shipments
Engine Availability	Renewal Documents
Engine Activity	



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## PARTS MENU OPTIONS

The screenshot shows the BOSSWeb interface. At the top, there is a navigation bar with the BOSSWeb logo and the text "Welcome to BOSSWeb, Fred Bode" along with links for Home, Profile, and Log Out. Below this is a menu bar with categories: SALES, PARTS, WARRANTY, INFO CENTER, FINANCIAL, COMCENTER, TRAINING, and ADMINISTRATION. The PARTS menu is expanded, showing options like PART LOCATOR, PARTS ORDER ENTRY, PARTS ORDER STATUS, PARTS BACK ORDER STATUS, EPC PARTS CATALOGS, PARTS PURCHASE HISTORY, E-RIG (RIGGING CONFIGURATOR), E-CUSTOM (PANEL KITS), ORDERPRO, SHOPATRON ENROLLMENT, SHOPATRON ORDERS, MASTER DEALER - ISS REGISTRATION, and MASTER DEALER - CREDIT REQUEST. In the center, there is a banner for Evinrude and Outboards Warranty. Below the banner is a table with columns for Subject and Description. The table contains one entry: "Warranty Bulletin 2012-01(W) – Warranty Campaign – Improved Exhaust Grommet Assembly". The description states: "This communication is to remind Evinrude® and Johnson® dealers in North America to act on two (2) recent warranty campaigns: 2011-03(W) and 2011-04(W). BRP recommends ALL affected outboard models be inspected or repaired. BRP will send a letter to customers who have purchased affected outboards and request they schedule this warranty update. A copy of the letter is included with this posting."

Clicking on any of the links will take you to the normal transaction you are familiar with.

PARTS MENU OPTIONS	
Parts Order Entry	E-Rig (Rigging Configurator)
Parts Order Status	EPC Parts Catalogs
Parts Back Order Status	





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## WARRANTY MENU OPTIONS

The screenshot shows the BOSSWeb interface with the following elements:

- Navigation Bar:** SALES, PARTS, WARRANTY, INFO CENTER, FINANCIAL, COMCENTER, TRAINING, ADMINISTRATION
- Warranty Menu:**
  - UNIT HISTORY DISPLAY
  - CLAIM INQUIRY
  - STANDARD CLAIM ENTRY
  - CHANGE A STANDARD CLAIM
  - CAMPAIGN CLAIM ENTRY
  - CHANGE A CAMPAIGN CLAIM ENTRY
  - VIEW UNPROCESSED CLAIMS
- My Alerts:** A section with a 'Document Type' dropdown menu set to 'All'.
- Document Listing Table:**

Document Type	Description
Warranty Bulletin	Warranty Bulletin 2012-01(W) – Warranty Campaign – Improved Exhaust Grommet Assembly

Clicking on any of the links will take you to the normal transaction you are familiar with.

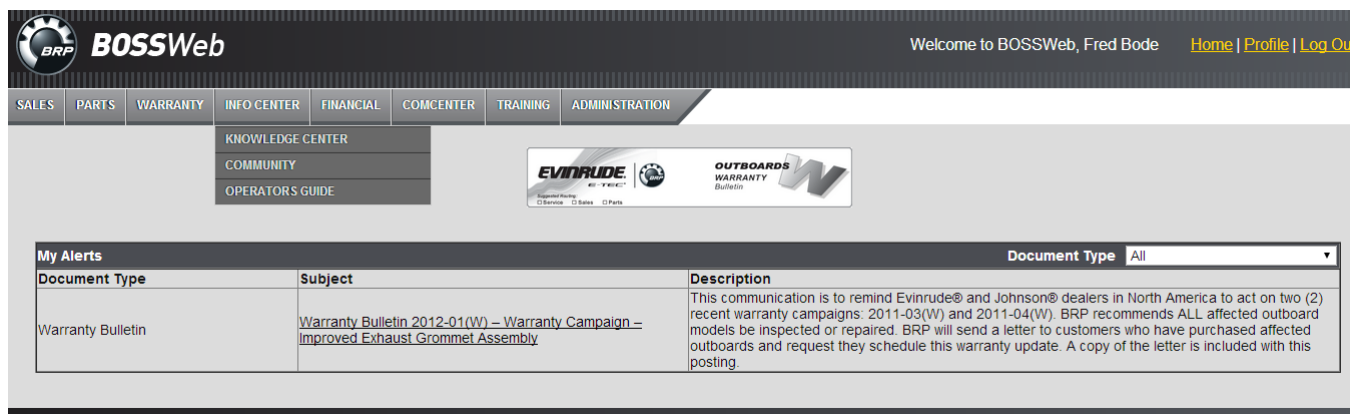
WARRANTY MENU OPTIONS	
Unit History Display	Campaign Claim Entry
Claim Inquiry	Change a Campaign Claim Entry
Standard Claim Entry	View Unprocessed Claims
Change a Standard Claim	



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## INFO CENTER MENU OPTIONS



This is where you will find two of the most significant new tools: **Knowledge Center** and **Community**.

**The Knowledge Center** gives you the ability to do a look up based on the engine serial number. It will give you registration, warranty and bulletin information all from one page. Additionally a new form of document, Technical Service Tips (TST) can be found as well. These TSTs are quick reference information regarding service procedures etc that do not justify a bulletin but can be helpful in certain cases. The Knowledge Center also give you the ability to search for a specific document from a very broad to narrow parameter based on a series of filters.

**Community** is a forum where you can get answers to questions 24/7. This forum is global so you can get quick answers to questions from other users and BRP staff around the clock. Community areas include Shop talk & Warranty, Parts & Accessories and a General Discussion area to cover anything not fitting in the other areas. To access Community for the first time you will be required to set up a user profile. After this profile is established you will simply log in with one click.

INFO CENTER MENU OPTIONS
Knowledge Center
Community
Operators Guide





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## FINANCIAL MENU OPTIONS

The screenshot shows the BOSSWeb user interface. At the top, there is a navigation bar with the BOSSWeb logo and the text "Welcome to BOSSWeb, Fred Bode" along with links for Home, Profile, and Log Out. Below this is a menu bar with options: SALES, PARTS, WARRANTY, INFO CENTER, FINANCIAL, COMCENTER, TRAINING, and ADMINISTRATION. The "FINANCIAL" menu is highlighted, and a sub-menu "ELECTRONIC PAYMENT" is visible. In the center, there is a banner for "OUTBOARDS WARRANTY Bulletin". Below the banner is a "My Alerts" section with a table:

Document Type	Subject	Description
Warranty Bulletin	<a href="#">Warranty Bulletin 2012-01(W) – Warranty Campaign – Improved Exhaust Grommet Assembly</a>	This communication is to remind Evinrude® and Johnson® dealers in North America to act on two (2) recent warranty campaigns: 2011-03(W) and 2011-04(W). BRP recommends ALL affected outboard models be inspected or repaired. BRP will send a letter to customers who have purchased affected outboards and request they schedule this warranty update. A copy of the letter is included with this posting.

Clicking on any of the links will take you to the normal transaction you are familiar with.

<b>FINANCIAL MENU OPTIONS</b>
Electronic Payment



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## COMCENTER MENU OPTIONS

Clicking on any of the links will take you to the normal transaction you are familiar with.

COMCENTER MENU OPTIONS	
PartSmart License Key	MSDS
Evinrude Media Site	E-Tec Injector Coefficient
Outboard Software	ICON Datalink Diagnostic Program Download
Parts Pricing Downloads	I-Command Software Downloads *NEW



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## TRAINING

The screenshot shows the BOSSWeb interface. At the top left is the BOSSWeb logo. On the right, it says "Welcome to BOSSWeb, Fred Bode" with links for Home, Profile, and Log Out. A navigation menu includes SALES, PARTS, WARRANTY, INFO CENTER, FINANCIAL, COMCENTER, TRAINING, and ADMINISTRATION. The TRAINING menu is expanded, showing options for BRP CENTER, SERVICE TRAINING ENROLLMENT, and SERVICE TRAINING HISTORY. To the right of these options is a logo for "OUTBOARDS WARRANTY Bulletin". Below the menu is a "My Alerts" section with a table:

My Alerts		Document Type	All
Document Type	Subject	Description	
Warranty Bulletin	<a href="#">Warranty Bulletin 2012-01(W) – Warranty Campaign – Improved Exhaust Grommet Assembly</a>	This communication is to remind Evinrude® and Johnson® dealers in North America to act on two (2) recent warranty campaigns: 2011-03(W) and 2011-04(W). BRP recommends ALL affected outboard models be inspected or repaired. BRP will send a letter to customers who have purchased affected outboards and request they schedule this warranty update. A copy of the letter is included with this posting.	

Clicking on any of the links will take you to the normal transaction you are familiar with.

TRAINING MENU OPTIONS
BRP Center
Service Training Enrollment
Service Training History



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## ADMINISTRATION

Document Type	Subject	Description
Warranty Bulletin	<a href="#">Warranty Bulletin 2012-01(W) - Warranty Campaign - Improved Exhaust Grommet Assembly</a>	This communication is to remind Evinrude® and Johnson® dealers in North America to act on two (2) recent warranty campaigns: 2011-03(W) and 2011-04(W). BRP recommends ALL affected outboard models be inspected or repaired. BRP will send a letter to customers who have purchased affected outboards and request they schedule this warranty update. A copy of the letter is included with this posting.

Clicking on any of the links will take you to the normal transaction you are familiar with related to DIS. This does not change your BOSSWeb information.

ADMINISTRATION MENU OPTIONS	
Profile Management	Security Set Users Security
Email Update	Security Set OEMship password

**Need Help?** For assistance please call the help desk at:  
 (800) 888-4662 and select option #5.