H3C RMA SYSTEM GUIDEBOOK

FOR CUSTOMER

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SPARE PARTS CENTER

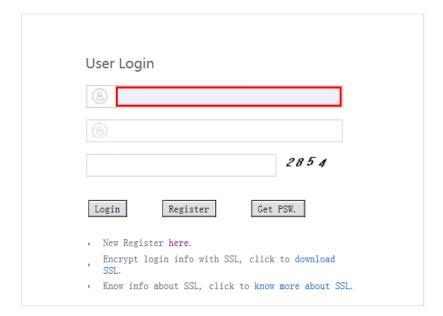
NEW H3C TECHNOLOGIES CO., LTD Http://www.h3c.com



Introduction

1 Registration

Please register an account first (URL: http://rma.h3c.com/spms_outter/index2.jsp) , then you can login to H3C RMA system when you receive your password.

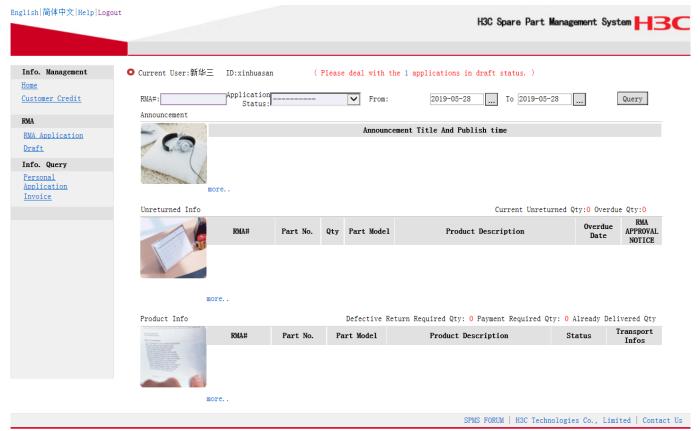


2 Forget password

If forgot your PSW, please enter your User name and click [Get PSW] to reset, you will receive new PSW.



3 Homepage



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H3C RMA System menu and functions are as below:

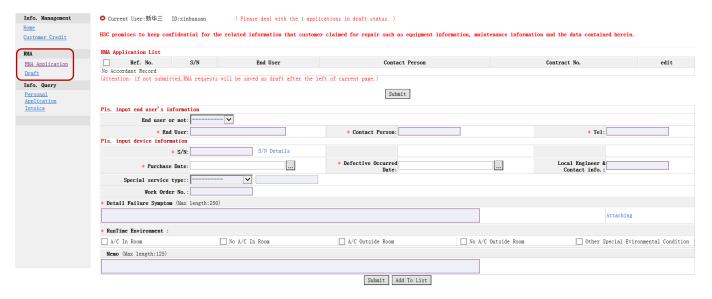
- 1.1 Information Management ——Home
- 1.2 Information Management ——Customer Credit
- 2.1 RMA ——RMA Application
- 2.2 RMA ——Draft
- 3.1 Information Query——Personal Application Inquiry
- 3.2 Information Query——Invoice
- 4. Announcement: to check the Announcement from H3C Spare Part Center
- 5. Unreturned Info: The information of the products you need return to H3C. Those in red means the unreturned is already overdue, and need urgent deal on your side.
- 6. Product Info: Notify RMA Information that need your attention.



System Operation Guide

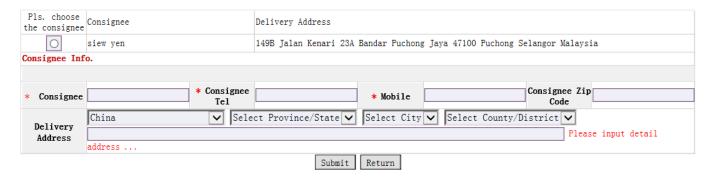
1 RMA Application

1) Click [RMA Application] on the left and fill in an application, click [Submit] when you finish.



Attention:

- ♣ If you click [Add To List], the input will be recorded in RMA Application List, you can fill in multiple applications and submit together.
- ♣ RMA requests will not be recovered after the left of current page, Please either Submit or Add To List while you want to leave this page.
- ♣ If you add an application to the list but not submit, it would be saved as a draft, you can submit it next time.
- 2) Choose consignee, or you can input the other consignee, then click [Submit] again.

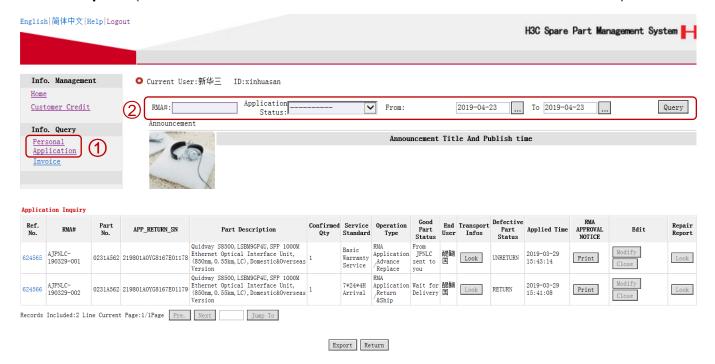




2 Application Inquiry

Use (1) or (2) to query all your RMA application information. Request Status includes:

- Draft (Save as Draft)
- ♣ Need Verify (the RMA that is still waiting for H3C's verification.)
- Wait for complete (the RMA that is not closed yet.)
- Complete (the RMA that has been closed and all the activities have been done.)



Service Standard: Only for this RMA Application (Basic Warranty Service or 7*24*4 Service and so on)

Operation Type: RMA Application (advance replace or return and ship)

Transport Information Look: Click this to look detailed delivery info, such as Delivery SN, Delivery bill no., Carrier, Time.

Modify: Click this to change information before verification, while after verification, it is invalid.

Approval Notice Print: Spare Part Replacement proof, please print and need return with the defective part to H3C local Center.