

Installation Instructions for Customer Self Service or Corporate Account Manager

KSS Enterprises

Customer Self Service (CSS) will allow your organization to place and verify the status of orders with KSS Enterprises. Corporate Account Manager allows tracking of multiple accounts within an organization and order approval or modification of multiple orders submitted by various personnel by a single approver. If you have any questions or issues with this procedure or the use of CSS, please contact David Lounsbury, Information Systems Manager, at 269-349-6637 or dlounsbury@kssenterprises.com.

1. Access the KSS website at <http://www.kssenterprises.com>. Click on the Products & Catalog link found toward the top of the page.

KSS ENTERPRISES
CLEANING SUPPLIES & EQUIPMENT

"KSS Enterprises is more than products; they are educators that guided me on how to reduce costs to clean my facility."

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WELCOME TO KSS

15th Annual Training Expo: Huge Success!!

Thank you to all that attended.
We would especially like to thank the staff at:
**Galesburg-Augusta High School and
Mishawaka John Young Middle School**

The KSS Team is a distributor of quality janitorial, laundry and ware-wash supplies, equipment and services. We are dedicated to building long-term partnerships with our customers, manufacturers, employees, and the communities in which we live through education, technology, and profitability.

Thank you for making our first 64 years in business a success.

Choose from one of the service areas below to learn of our specific approach to your industry:

- HEALTH CARE
- EDUCATION
- MUNICIPALITY
- RETAIL/HOSPITALITY
- BUILDING SERVICE CONTRACTORS
- INDUSTRIAL

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FEATURED PRODUCTS

ecH2O
SUSTAINABLY CONSCIOUS WATER

Tennant Nobles ecH2O Technology is good to Mother Earth!

- ~Conserve Resources
- ~Reduce Detergents
- ~Increase Safety
- ~Improve Air Quality
- ~Reduce Noise

[view all products](#)

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2. Scroll down the page to the section titled Order Online. From there, click either the CSS or the CAM download link.

KSS ENTERPRISES
CLEANING SUPPLIES & EQUIPMENT

"When I decided Green was the way to go, KSS Enterprises was there to help me in every aspect of the switch."

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PRODUCTS & CATALOG

[Printed Catalog](#)

Not to worry! KSS makes it simple to purchase products via telephone, email, or even online with the aid of helpful software allowing you to make purchases over the internet, manage your account, analyze purchases, and even set budgets by location!

ORDER BY PHONE:

As always, you can call KSS directly to place an order by calling (269) 349-6637 or toll free 800-638-4191 and ask for the Sales Department.

ORDER BY EMAIL:

[Click here](#) to email us an inquiry for purchase and one of our helpful Sales Representatives will contact you within 72 hours.

ORDER ONLINE:

Set up an online account that allows you the ability to easily make purchases over the internet, manage your account, analyze purchases, and even set budgets by location.

Choose one or both of the following options to get started:

CSS (Customer Self Service): This program is a full-service product which allows you to place orders, access your account information, and check status over the internet. Simply download a small piece of software, double-click on the program icon and it automatically makes a secure connection to KSS Enterprises server and your customer account. The CSS Module gives you complete access to product information and pricing, and to your account history and status.

Please note that CSS requires some modifications be made to your account to allow access. Contact your KSS Sales representative to have these changes made.

[Download a copy of the application here.](#) If you have any questions or issues please contact the information systems manager at (269) 349-6637 or toll free 800-638-4191.

Need Help? Download a PDF of CSS installation instructions [here](#) or contact the information systems manager at (269) 349-6637 or toll free 800-638-4191.
If you need other assistance or have any questions, please feel free to [contact us](#).

CAM (Corporate Account Manager): This program provides management the ability to set budgets, analyze purchase history and review consumption by each location.

Please note that CAM requires some work to be done within our system before it will work. Contact your KSS Sales representative to have these changes made.

[Download a copy of the application here,](#) and contact the information systems department at (269) 349-6637 or toll free 800.638.4191 for help with installation and use.

Need Help? Download a PDF with basics regarding the use of CAM [here](#).
If you need other assistance or have any questions, please feel free to [contact us](#).

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ecH2O
ELECTROLYTICALLY GENERATED HYDROGEN

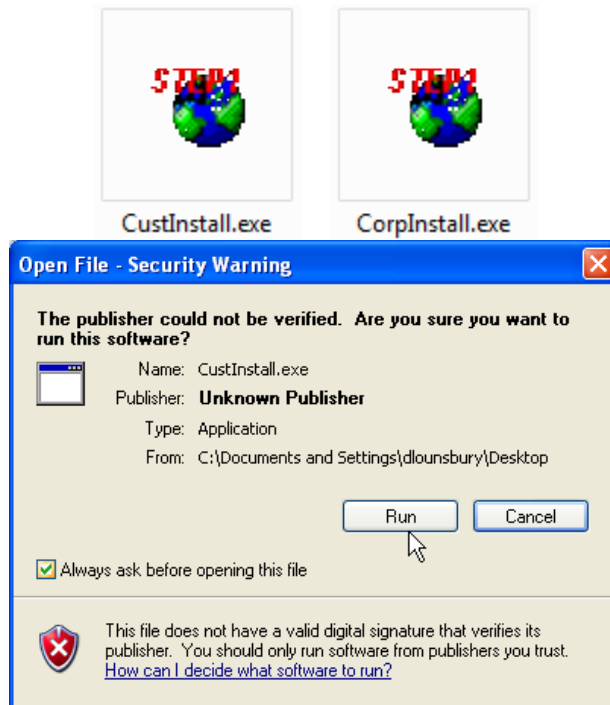
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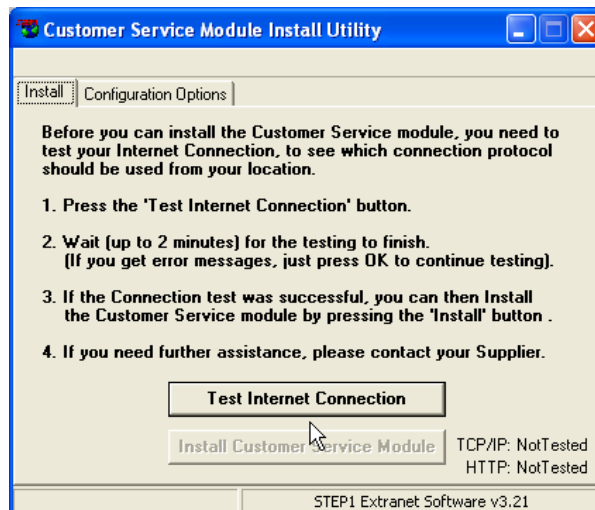
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3. Save the file to a folder on your desktop. The download should be very quick as both files are small.

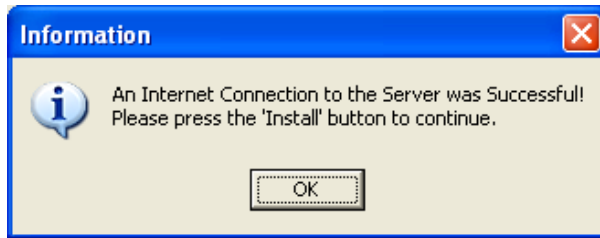
4. Once complete, locate the Custinstall.exe or the CorpInstall.exe icon in the download location and double-click to open. Click the **Run** button to begin installation.



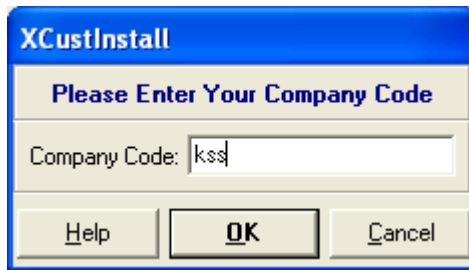
5. When prompted, click the **Test Internet Connection** button.



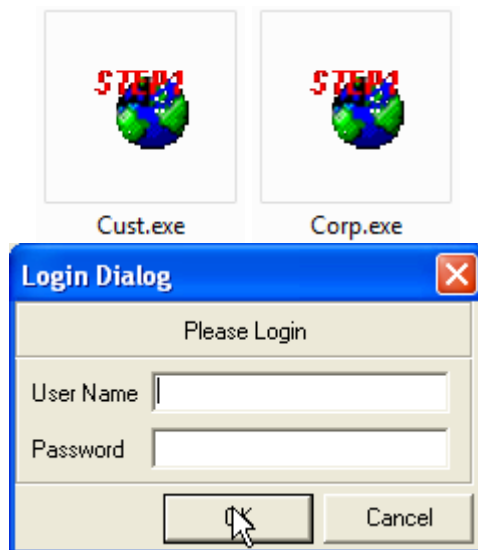
6. If the install works, the following window should appear. If not, contact David Lounsbury at KSS for support 269-349-6637. A failed test usually means a firewall is blocking access.



7. After a successful test, click the **Install Customer Service Module** or the **Install Corporate Account Manager** button which should now be available (see step 5).
8. When prompted, enter "kss" or "ksspetoskey" as the company code depending on the location of your servicing location.



9. Once complete, locate the Cust.exe or the Corp.exe icon (it should be in the same location as the install icon used in steps 3 & 4.) Double-click to run and enter your username and password when prompted.



10. If you have questions on the use of CSS or CAM please contact David Lounsbury via email dlounsbury@kssenterprises.com or via phone 269-349-6637.