



CEMEX Go First Steps

Version 2.0

CEMEX Go First Steps



INTRODUCTION

In an effort to innovate and improve our customer's experience, CEMEX has created an integrated digital solution called CEMEX Go that will allow you to manage your business in real time.

Learning Objective:

In this guide you will learn how to access and navigate in CEMEX Go digital solution.

Benefits:

Log in and navigate in the CEMEX Go

CEMEX Go First Steps



CONTENT





HOW TO BEGIN?

Click on the following link: http://www.cemexgo.com

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Log In Credentials

In

If you already have an account, enter your Log In Credentials.

- 1. Enter your Username (E-mail) and Password.
- 2. Click Log In.

If the username or password is entered incorrectly, an **Error Message** will appear: <u>*"The user name or password is incorrect, please try again".*</u>

- 1. Re-enter your **Username** and **Password**.
- 2. Click Log In.

Username Enter your username. Password Enter your password. Forgot password		Welcome!
Enter your username.	Username	
Password Enter your password. Forgot password	Enter your	username.
Enter your password. Forgot password	Password	
Forgot password	Enter your	password.
2		Forgot password

02 Password Recovery

- 1. To reset your password, click Forgot Password? on the Welcome page.
- 2. A new screen will appear. Enter E-mail Address.
- 3. Check the CAPTCHA.
- 4. Click Send.









- 1. When access is granted several **applications** will be available.
- 2. The **profile** shows name, e-mail, language dropdown list and sign out option.

Welcome to	CEMEX Go				1
My Applications					/
ବ	Track	\$	Invoices and Payments	2	Customer Information
	Delivery Schedule	¢6	Commercial Conditions		Order and Product Oatalog
(3)	User Management				
amational Holding ACL All rights in	wood				
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		B BL S.A cust	OKASA MAT A. DE C.V. omer02cmxgouat@	ERIALES	, n
		Language	~		
		Sign Out			



04 My Profile

My Access to Applications

- 1. Access My Profile from the icon at the top right.
- 2. Header information consists of a Profile picture, Name and Role. Other details include: Phone, E-mail, Company, Country, Language Preference and Customer Number.
- 3. There are two tabs: My Access to Applications and My Information.
- 4. When access is granted, the **Applications** and **Roles** will be displayed on the tab.





My Information

My Profile

04

- 1. My Information tab can be filtered by 2 sections: Legal Entities and Locations.
- 2. My Legal Entities tab shows the Name, Legal Entity, Address, VAT, Phone Number, Email and Country.
- 3. My Locations tab shows the Name, Code, Address and Legal Entity of all your Job Sites.





Congratulations!

You have completed CEMEX Go First Steps.

