

Lab Logistics Rapid Ship Portal New General User Profile Self Register Instructions

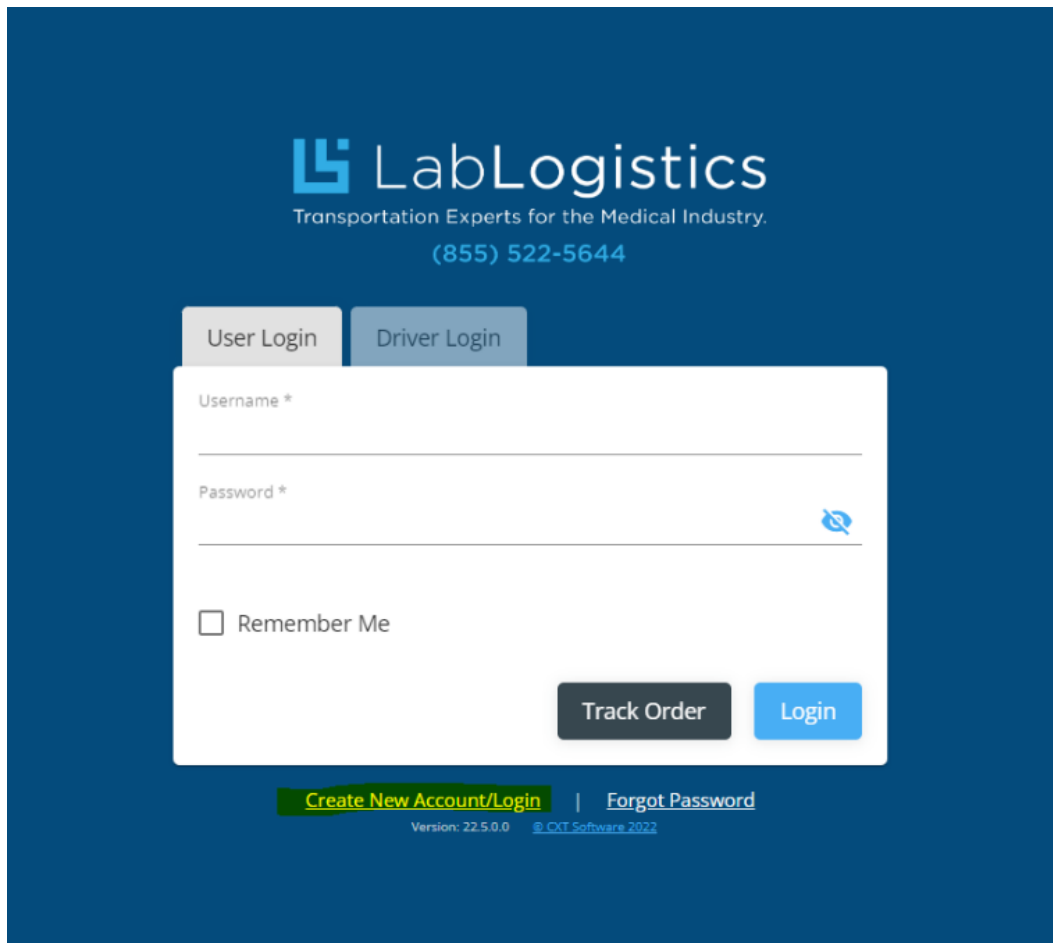
Step 1: Accessing Lab Logistics portal

Navigate to www.lablogistics.com, and click 'Account Login' in the top right corner of the screen:



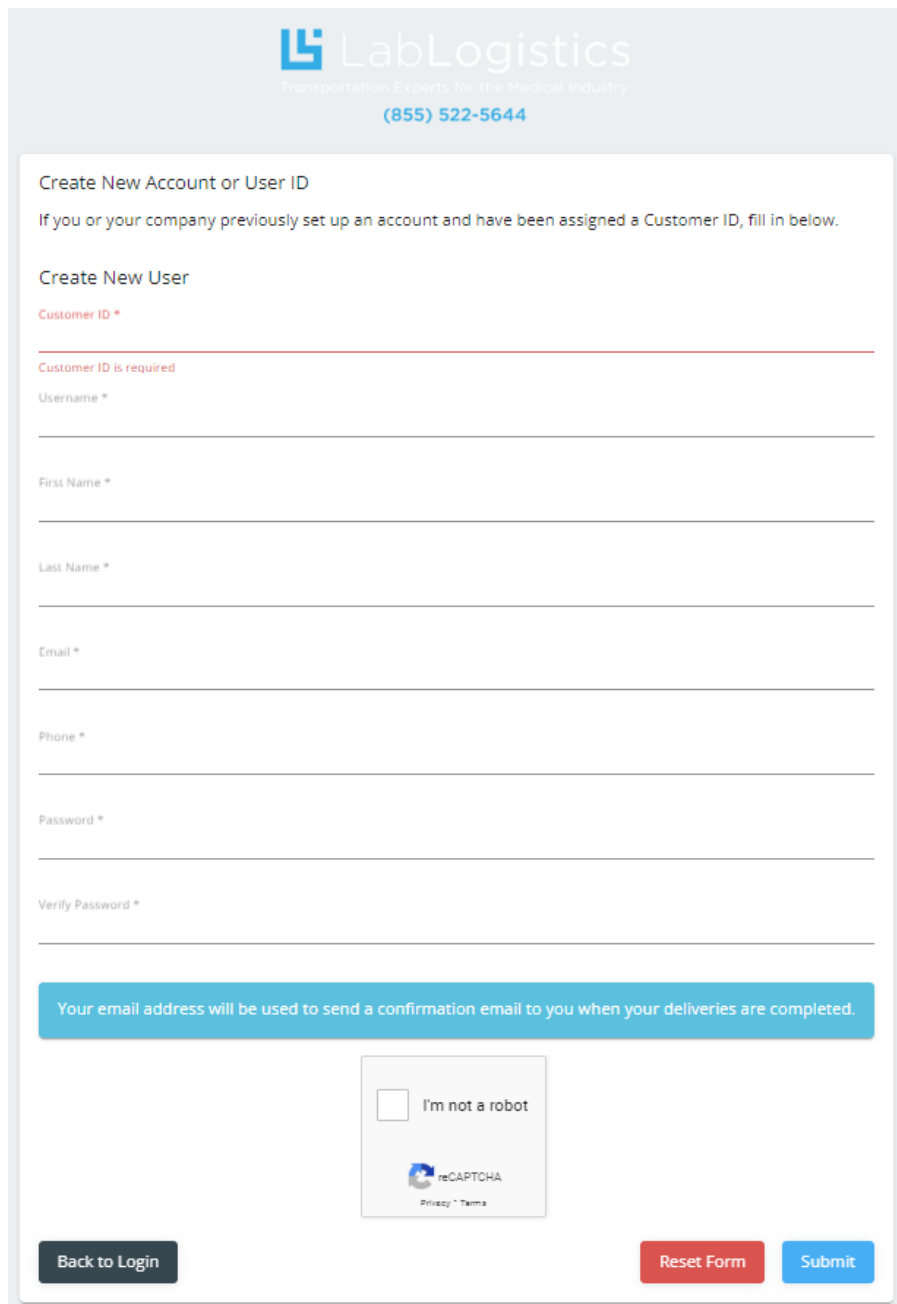
Step 2: Log-in Landing Page, Create New Account

Click the 'Click New Account / Login' located at the bottom left of the Log-in landing page.



Step 3: Creating Lab Logistics User Profile

- **Customer ID (aka Account ID):** Enter the On Demand Account ID needed to gain access to.
 - Pharmacy - On Demand Account #7796
 - All Others - On Demand Account #7792
- **Username:** Enter your UMich email address in its entirety.
- **First Name / Last Name / Email:** Enter your first name, last name, and UMich email address, or assigned email address if working for a UMich organization allowed to place orders.
- **Phone number:** Add your UMich direct phone number.
- **Password / Verify Password:** Select and enter a password of your choosing.
- Click 'I am not a robot'.
- Click the '**Submit**' button to create your profile. Be certain to make note of your username and password.



The screenshot shows the LabLogistics website header with the logo, tagline "Transportation Experts for the Medical Industry", and phone number "(855) 522-5644". Below the header is a form titled "Create New Account or User ID" with the instruction "If you or your company previously set up an account and have been assigned a Customer ID, fill in below." The form has a section for "Create New User" with the following fields: "Customer ID *" (with a red error message "Customer ID is required"), "Username *", "First Name *", "Last Name *", "Email *", "Phone *", "Password *", and "Verify Password *". A blue notification box states "Your email address will be used to send a confirmation email to you when your deliveries are completed." At the bottom of the form is a reCAPTCHA widget with the text "I'm not a robot" and "reCAPTCHA" logo, along with "Privacy" and "Terms" links. At the very bottom are three buttons: "Back to Login" (dark blue), "Reset Form" (red), and "Submit" (blue).

Need additional assistance? Contact Lab Logistics at UMich@LabLogistics.com or 231-202-2885