How to Login to the Online Appointment Scheduling Website

Troubleshooting Guide



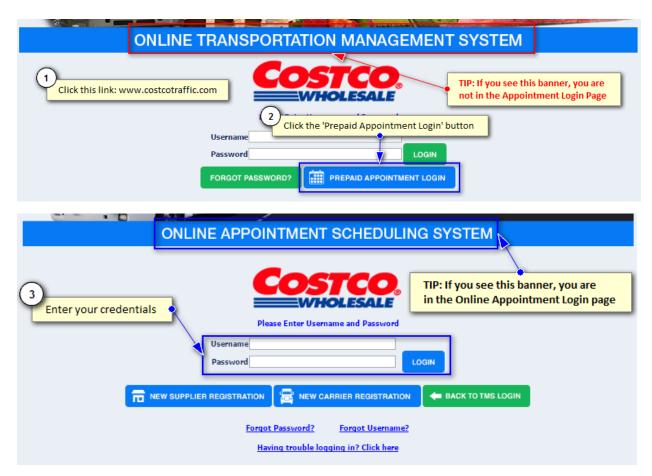
Contents

How to Login	2
Login Steps	
Follow these steps to go directly to the ONLINE APPOINTMENT SCHEDULING website	
Login Screen for Online Appointment Website	
Online Appointment Scheduling System Screen	
Online Transportation Management System Screen	
Forgot Password?	
Password Recovery Steps	
Temporary Password	
Still Having Trouble?	

How to Login

Login Steps

- 1. Click this link: www.costcotraffic.com
- 2. Click the blue 'Prepaid Appointment Login' button so that you land on the ONLINE APPOINTMENT SCHEDULING SYSTEM page
- 3. Enter your username and password (or temporary password)



OR

Follow these steps to go directly to the ONLINE APPOINTMENT SCHEDULING website

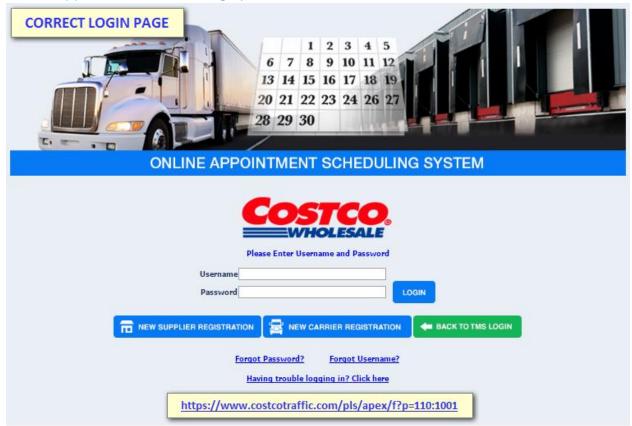
- 1. Click this link: https://www.costcotraffic.com/pls/apex/f?p=110:1001
- 2. Enter your credentials

TIP: Bookmark this link https://www.costcotraffic.com/pls/apex/f?p=110:1001

PASSWORDS ARE CASE SENSITIVE!

Login Screen for Online Appointment Website

Online Appointment Scheduling System Screen



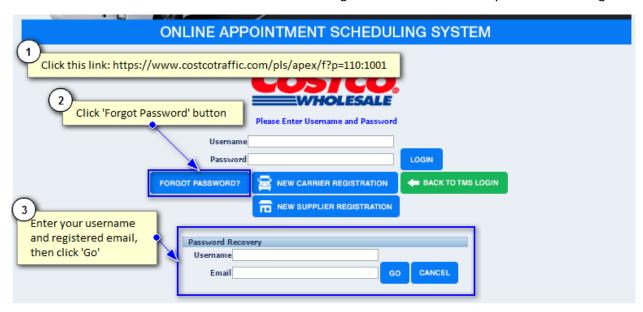
Online Transportation Management System Screen



Forgot Password?

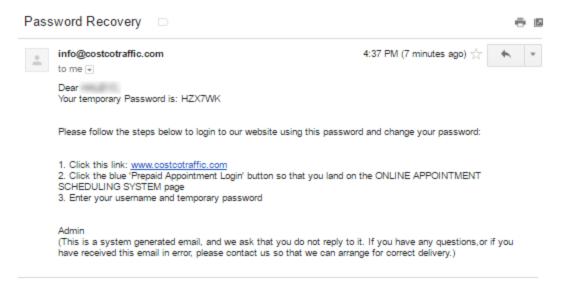
Password Recovery Steps

- 1. Click this link: https://www.costcotraffic.com/pls/apex/f?p=110:1001
- 2. Click the blue 'Forgot Password' button
 - If the 'Forgot Password' button is **green**, you are in the wrong screen
- 3. Enter your username and registered email
 - The email address must match the email registered to the username you are recovering



Temporary Password

 Click of 'Go' will generate an automatic 'Password Recovery' email from info@costcotraffic.com containing a new temporary password



DIDN'T GET THE EMAIL?

CHECK YOUR **SPAM** AND **JUNK MAIL** FOR AN EMAIL FROM **INFO@COSTCOTRAFFIC.COM**

TIP: Add info@costcotraffic.com to your email address book

Follow the same Login steps using your temporary password:

- 1. Click this link: www.costcotraffic.com
- 2. Click the blue 'Prepaid Appointment Login' button so that you land on the ONLINE APPOINTMENT SCHEDULING SYSTEM page
- 3. Enter your username and temporary password

OR

- 1. Click this link: https://www.costcotraffic.com/pls/apex/f?p=110:1001
- 2. Enter your username and temporary password

On your next login attempt, you will be prompted to **Reset** your password, follow the instructions and click '**Submit**':



Still Having Trouble?

Email support@costcotraffic.com with the following information:

- Username
- Description of issue
- Screen shot