



Graco Sales Book App

How to Manage User Access

What is Graco Sales Book?



Sales Book

Graco Sales Book app is designed to give you access to Graco product information, including brochures, manuals, videos, and training documents – **all on your mobile device**. Graco Sales Book app is available to Graco Distributors. You must have a current, valid Graco account number to access the mobile app.

Please refer to the [Graco Sales Book FAQ](#) document for more information on how to use Graco Sales Book app. To register for access to Graco Sales Book – please visit the Graco Sales Book Portal at salesbook.graco.com.

If you have any questions, please contact salesbook@graco.com or click **HELP** in the menu bar.

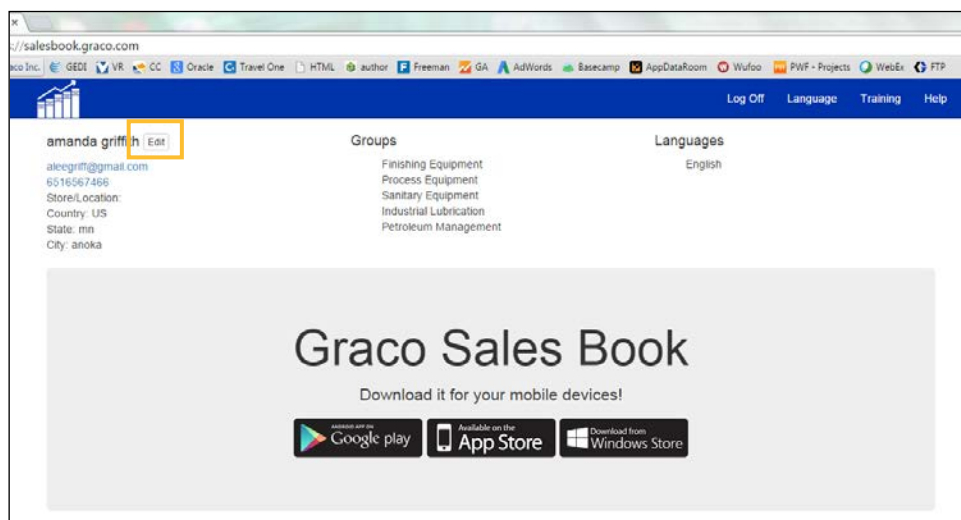
How to Manage User Access to Groups and Languages

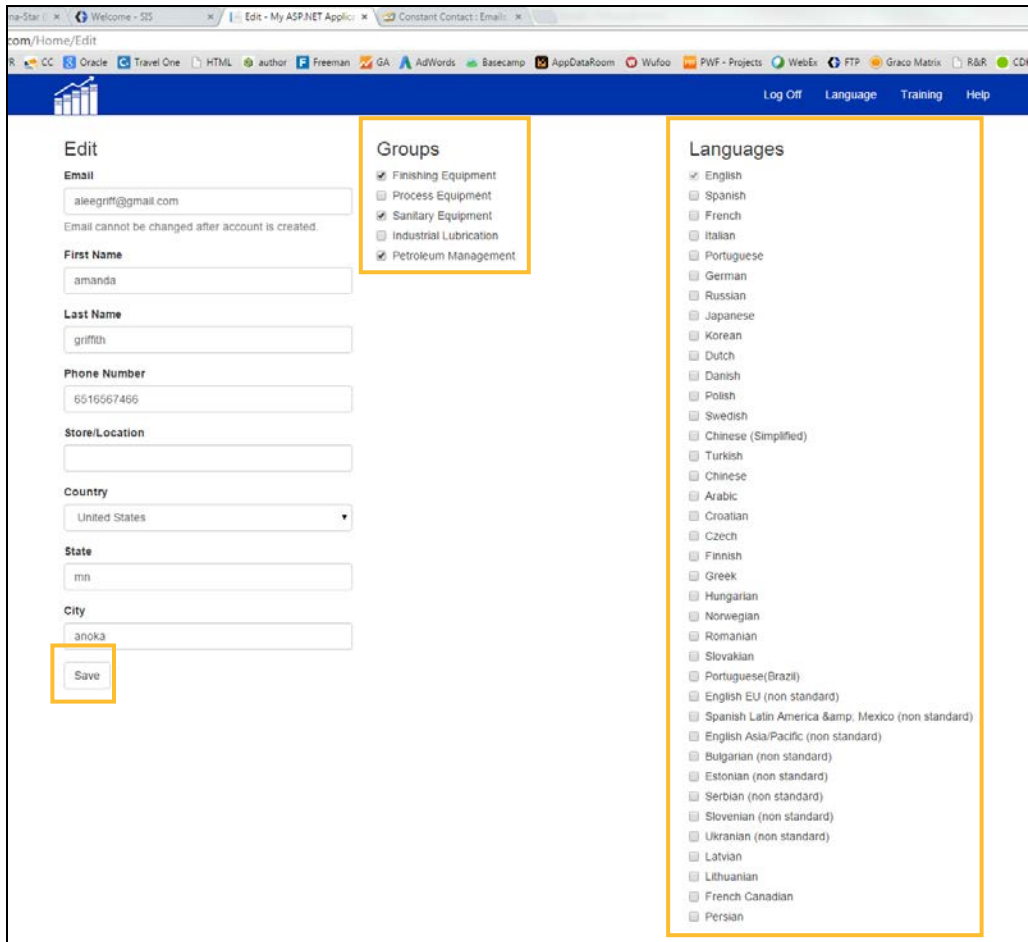
Within the Graco Sales Book Portal, you can manage your Graco Sales Book app settings. You can change the Groups/Business Units and Languages your app has available for you to download via the Settings menu on your device. Changing your settings within the Graco Sales Book Portal does not download the content to your mobile device. You will need to login to the app via your mobile device to download the content after you make any access changes. Users cannot access Graco content via the Graco Sales Book Portal.

Visit salesbook.graco.com and login using your email address and password (this is the same login you use within the app on your mobile device). If you have forgotten your password, please click the “Forgot your Password” link and follow the on-screen instructions.

Once logged into the Graco Sales Book Portal, select **EDIT** next to your user name. You can now edit your user information, Groups, and Language availability.

Check or un-check Groups and Languages you wish to add/remove access to. Click **SAVE** below your user information when you have completed your changes.





Groups

Groups are the way we have organized the Graco business units and content (Ex: Finishing Equipment, Industrial Lubrication, etc). When you register, you are automatically given access to all Groups. You can edit your access to these Groups via the Graco Sales Book Portal. The Groups you see listed in the Graco Sales Book Portal will populate the Groups available for you to download within the app on your mobile device.

Check or un-check those Groups/Graco Business Units you wish to have available to download. For example, if you would like access to Process Equipment, simply check the box, and click **SAVE** below your user information.

To download newly checked Groups, visit the Settings menu on your app and click "Select Groups" You will now see the additional Group available for you to download. You can select the Group to download to your device.

Languages

Graco content is available in 40+ languages. Upon registration, you are granted access to English content. You can choose to add additional languages via the Graco Sales Book Portal. The Languages you see listed in the Graco Sales Book Portal will populate the Languages available for you to download within the app on your mobile device.

If you wish to be able to download content in additional languages, simple check or un-check the languages you wish to add/remove. For example, if you wish to have English and Spanish documents available, check those corresponding boxes and then click **SAVE** below your user information.

To download content in the additional languages, visit the Settings menu on your app, and under the Language drop-down, click those new languages and then click "check for updates". The app will then download any documents in those selected languages. Not all Graco documents are available in all languages.