



## Integration Guide

The integration between RouteOne and CreditCommander.com allows fields on the RouteOne credit application to be populated with information obtained electronically from CreditCommander.com, thereby eliminating duplicate data entry.

### Setting up CreditCommander.com

Before you can export to RouteOne there are a couple of initial steps you will need to take. First, you must create and enable an Interface by entering your Dealer ID in the Interfaces section of the My Account screen.

**My Account**

- Account Profile
- Admin Options
- Add Ons
- My Statements
- My Pricing
- My Reward Points
- Groups
- Access Codes
- Users
- Decision Tables
- Letter Templates
- Interfaces**
- Change Password

**Customer Billing**

- A/R Departments
- Customers
- Product Pricing
- Misc. Pricing
- Manage Invoices

**Add / Edit Interface**

Enabled:

\*Interface Name:

\*User Accessibility:

\*Format:

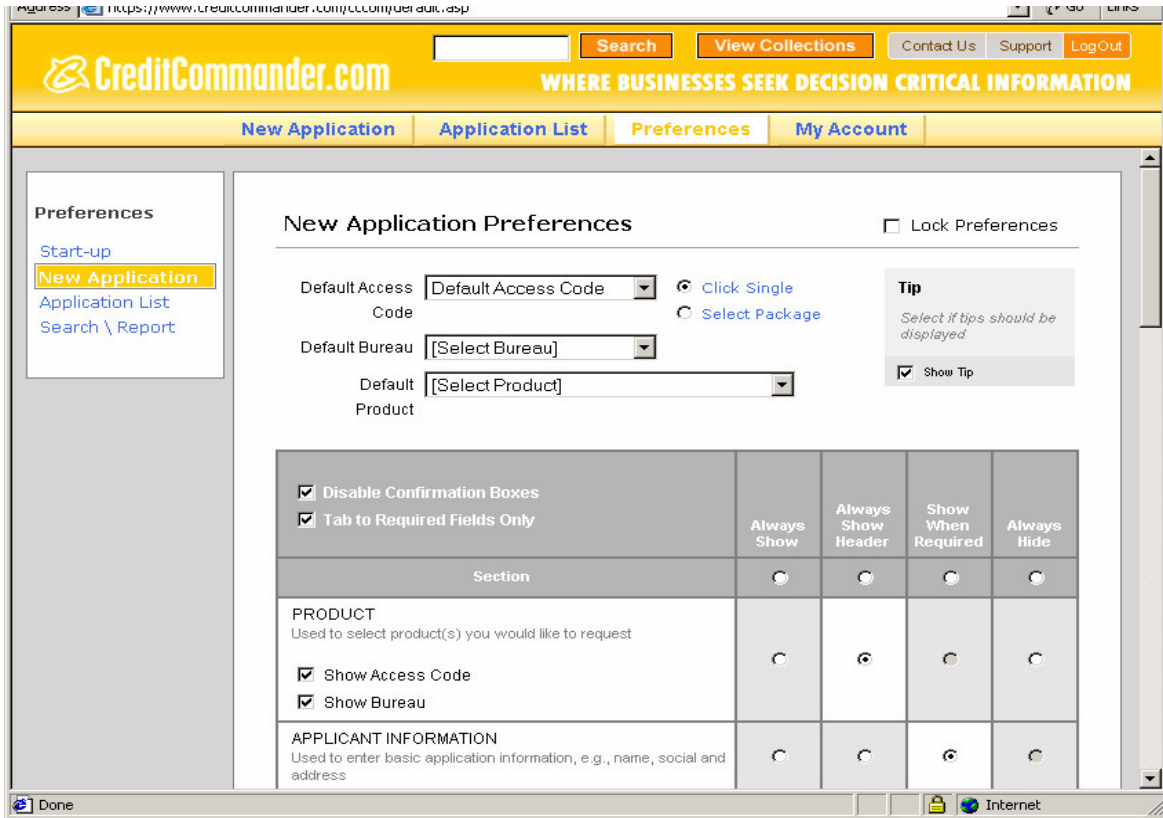
\*Type:  Outbound  Inbound

Use the following section to customize your delivery options.

\*Dealer ID:  assigned by Route One

Save Delete Cancel

Next, you must set your preferences for application entry in the **Preferences** screen by clicking on the “Always Show” column for the SPOUSE \ CO-APPLICANT and NOTES application entry sections. This insures that you will be able to enter all STAR required fields before exporting to the RouteOne system.



## Application Entry

CreditCommander.com supports four (4) types of RouteOne application types. Each application type has a minimum number of required fields. They are listed below by application type:

**Individual:** First Name, Last Name, SSN, Address Number, Street Name, Street Type, City, State, and Zip within the Applicant Information section.

**Individual with Co-Applicant:** The above fields must be completed in both the Applicant Information and Spouse \ Co-Applicant \ Co-Owner sections.

**Business:** Business Name, Address Number, Street Name, Street Type, City, State, Zip, and Tax ID Number within the Business Information section.

**Business with Co-Applicant:** First Name, Last Name, SSN, Address Number, Street Name, Street Type, City, State, and Zip within the Spouse \ Co-Applicant \ Co-Owner section and Business Name, Address Number, Street Name, Street Type, City, State, Zip, and Tax ID Number within the Business Information section.

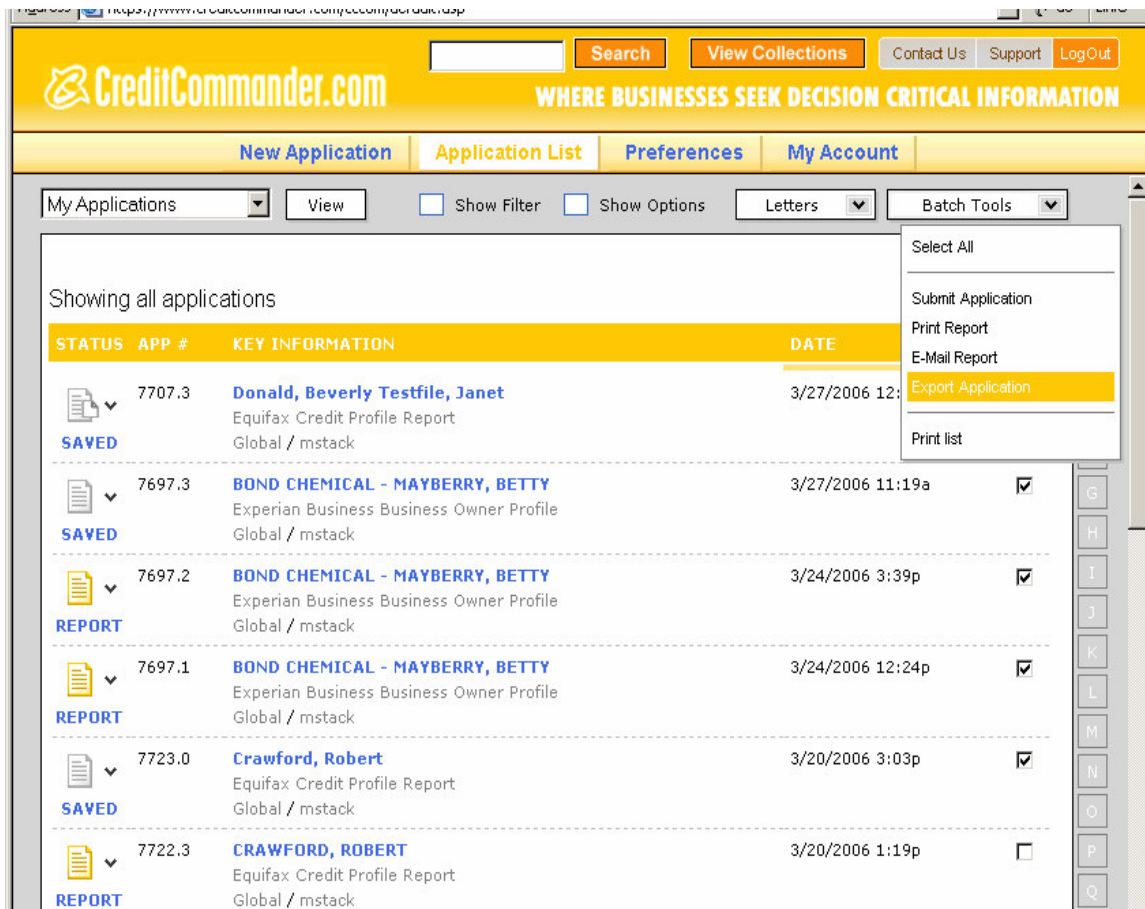
**Note:** Only Experian Business or Dun & Bradstreet products support Business application types. All other products are considered as Individual application types.

## Exporting Applications to RouteOne

Exporting applications is initiated from the Application List screen. You can either export and application one at a time by clicking on the application status icon and selecting Export Application



or by flagging the applications you want to export by clicking the checkbox and selecting Export Application from the Batch Tools drop-down.



Applications successfully imported into the RouteOne system can be viewed within the RouteOne Deal Manager Screen in a matter of seconds.

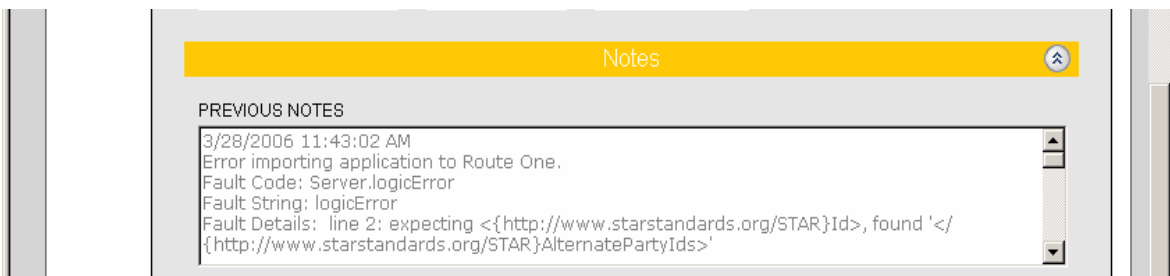
## **Failed Imports**

In the event that an error occurs during import, CreditCommander.com will notify you by modifying the application status icon and adding a note to your application.



STATUS	APP #	KEY INFORMATION	DATE
	7707.3	<b>Donald, Beverly Testfile, Janet</b> Equifax Credit Profile Report Global / mstack	3/27/2006 12:51p

You can view application notes by clicking on the application status icon and selecting [Edit Application](#). The NOTES section is displayed at the bottom of the application.




Note: Errors usually occur because one or more required fields have not been completed for that application type. Please refer to the Application Entry section of this document to make sure all required fields have been entered.

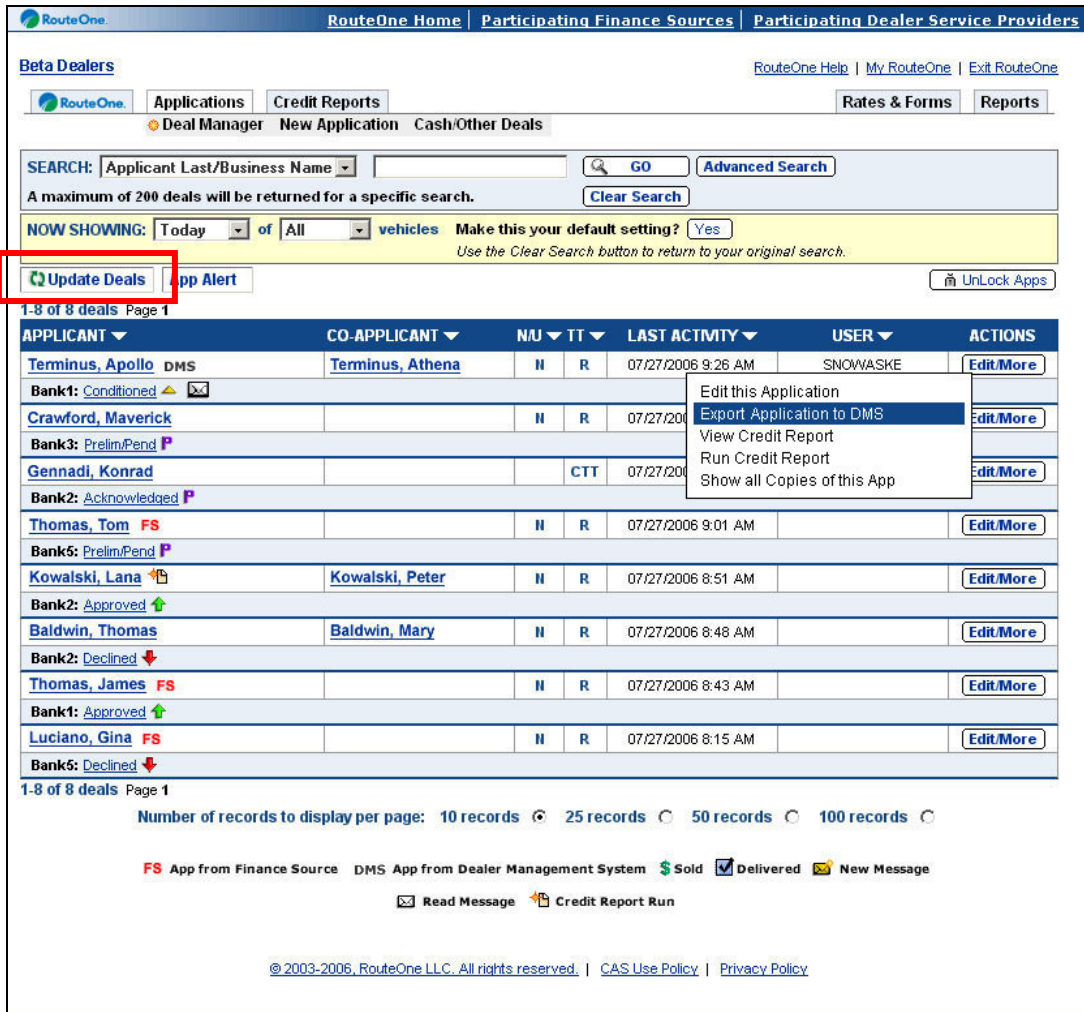
## **Transaction Types: Retail, Lease or Ballon**

Because CreditCommander.com is a credit application processing system, applications are designated as Retail transactions when exported to the RouteOne system. You will be able to modify the application's transaction type once it has been imported into the RouteOne system if needed.

## Locating Imported Deals in RouteOne Deal Manager

The *Deal Manager* is the hub of RouteOne. From here you can manage, locate, and review your deals. It is designed to help you quickly scan and check a deal's status using easy-to-read icons.

Click the  button located in the upper right-hand side of the screen. The page will refresh and the imported application will display as the first record in the Deal Manager.



The screenshot shows the RouteOne Deal Manager interface. At the top, there are navigation tabs: "RouteOne Home", "Participating Finance Sources", and "Participating Dealer Service Providers". Below this, there are sections for "Beta Dealers" and "Applications". A search bar is present with the text "SEARCH: Applicant Last/Business Name" and a "GO" button. Below the search bar, there are filters for "NOW SHOWING: Today of All vehicles" and a "Clear Search" button. The "Update Deals" button is highlighted with a red box. Below the search and filter area, there is a table of deals. The table has columns: "APPLICANT", "CO-APPLICANT", "NU", "TT", "LAST ACTIVITY", "USER", and "ACTIONS". The first row shows "Terminus, Apollo" as the applicant and "Terminus, Athena" as the co-applicant. A context menu is open over the first row, showing options: "Edit this Application", "Export Application to DMS", "View Credit Report", "Run Credit Report", and "Show all Copies of this App". Below the table, there are pagination controls and a legend for deal statuses.

APPLICANT	CO-APPLICANT	NU	TT	LAST ACTIVITY	USER	ACTIONS
Terminus, Apollo <span>DMS</span>	Terminus, Athena	II	R	07/27/2006 9:26 AM	SNOWASKE	<a href="#">Edit More</a>
Bank1: Conditioned						
Crawford, Maverick		II	R	07/27/2006		<a href="#">Edit More</a>
Bank3: Prelim/Pend <span>P</span>						
Gennadi, Konrad			CTT	07/27/2006		<a href="#">Edit More</a>
Bank2: Acknowledged <span>P</span>						
Thomas, Tom <span>FS</span>		II	R	07/27/2006 9:01 AM		<a href="#">Edit More</a>
Bank5: Prelim/Pend <span>P</span>						
Kowalski, Lana	Kowalski, Peter	II	R	07/27/2006 8:51 AM		<a href="#">Edit More</a>
Bank2: Approved						
Baldwin, Thomas	Baldwin, Mary	II	R	07/27/2006 8:48 AM		<a href="#">Edit More</a>
Bank2: Declined						
Thomas, James <span>FS</span>		II	R	07/27/2006 8:43 AM		<a href="#">Edit More</a>
Bank1: Approved						
Luciano, Gina <span>FS</span>		II	R	07/27/2006 8:15 AM		<a href="#">Edit More</a>
Bank5: Declined						

Number of records to display per page: 10 records  25 records  50 records  100 records

FS App from Finance Source DMS App from Dealer Management System \$ Sold  Delivered New Message

Read Message Credit Report Run

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## Submitting Imported Deals to a Finance Source

To submit an imported deal to a Finance Source, simply click on the primary applicant's name in the Deal Manager and you will be taken through the RouteOne application submission process used for all applications. **Data entered in CreditCommander will populate the RouteOne credit application; however, you must still complete all required fields highlighted in yellow and choose at least one Finance Source before submitting the application.**