

An Overview of TDS Online

www.online.tica.org



TDS Online is TICA's new online system for online purchases. Directly from the TDS Homepage (www.online.tica.org) you can setup a new account, login to an existing account, or reset your password on an existing account.

Once you setup an account, you will have the ability to login and view the cats that you have registered with TICA. You can also purchase title confirmations. Here's how it all works...

1. **Your Registered Cats:** Click on the left menu item labeled **YOUR CATS**. This is a list of cats that you currently have registered with TICA. Here are some things you can do here:
 - a. **REORDER THE LIST:** You can reorder the list by clicking on the white uppercase header text. If the text is not in white all caps, then it cannot be reordered.
 - b. **CAT NUMBER:** When you go look at **YOUR CATS**, you can click on each cat's number to see more detail. You can also set the **STATUS** for each cat. You can set the status to **CURRENT**, **SOLD**, or **DECEASED** for every cat. Make sure to press the **SAVE** button after making changes. When you look at **YOUR CATS** list, you can filter the list using the buttons on screen. (*You might see cats you no longer own. This is a list of all cats you have registered. If they have not been completely transferred to the new owner, then they will remain in your list.*)
 - c. **TITLES:** When viewing the detail of each cat, you will see a **TITLES** button. If your cat has titles that you have already paid for, you can print or re-print the certificates using this button.
2. **Purchase Titles Confirmations:** If you have a cat that has earned titles which you have not yet paid for, they will show up on the left menu item **CATS W/TITLES**.
 - a. You can add titles to the cart and continue through the checkout process to purchase these titles (*currently we only accept credit cards*). Once your purchase is complete, you can go and print the certificates by clicking on the left menu item labeled **YOUR CATS**. Click on the cat's title in the list and follow the onscreen instructions to print your certificates.
3. **Your Profile:** A profile consists of a billing address, shipping address, TICA address/membership information, and settings. Currently the billing and shipping addresses have been populated from your TICA address. You have the ability to change your billing and shipping address for web-purchases. (*These addresses are the default values for your web purchases. You can keep them updated here or during the checkout process you will have the option to set your address as default. Please keep in mind this is information for purchasing only. This is not your TICA address – that is on the TICA INFORMATION tab.*) At this time, you cannot change your TICA information. On the settings tab you can change your password and email.
 - a. If your current level in TDS Online is **LIST**, then you will not have information in your profile filled in. Feel free to enter that data!
 - b. If your current level in TDS Online is **CLIENT**, then you will not have any membership information. However you will still have a TICA address
 - c. If your current level in TDS Online is **MEMBER**, then you will see your membership since date, expiration date, and membership number.

If you have any questions, problems, or feedback please contact us at fcardona@tica.org or call us (956) 428-8046.