



Texas Department *of* Motor Vehicles

HELPING TEXANS GO. HELPING TEXAS GROW.

webDEALER eTAG Addendum

April 2018

webDEALER 4.0.0



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1 Overview

This addendum documents the process to import eTAG information for use in a webDEALER title application.

1.1 Purpose

The purpose of this document is to provide information on importing eTAG information into webDEALER to create title applications.

1.2 Scope

The scope of this document includes new functionality and screen changes as a result of the release of webDEALER 4.0.0.

1.3 Audience

The intended audience of this document is dealers using webDEALER.

2 Introduction

The following changes have been incorporated into webDEALER as a result of the release of the new eTAG application.

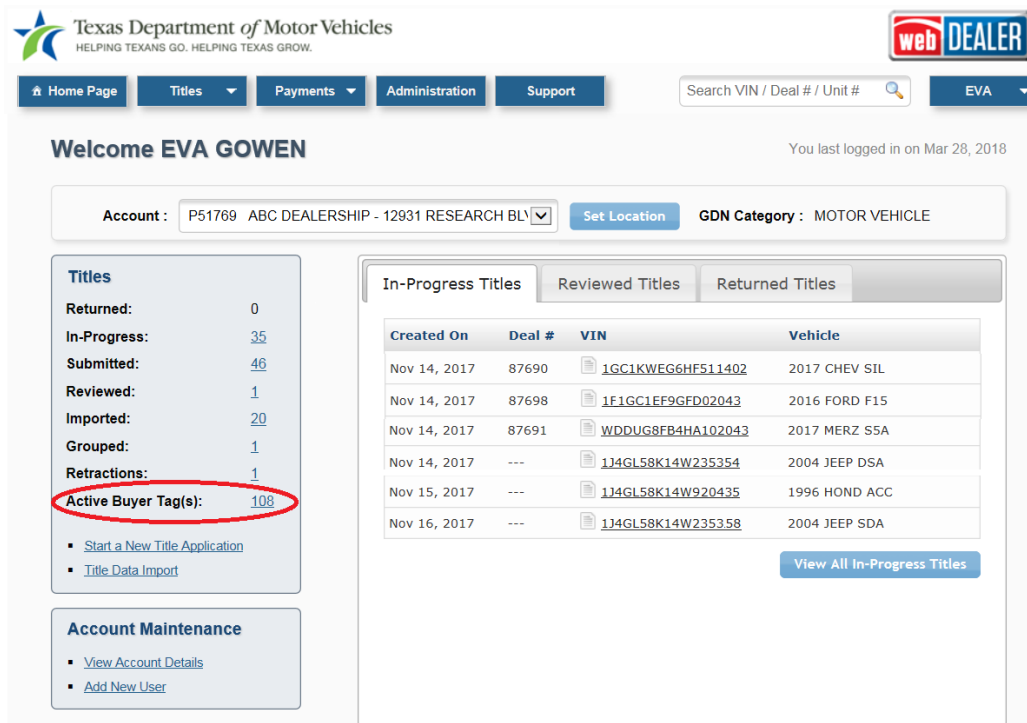
- **Import eTAGs:** The dealer can now import eTAG information into webDEALER to begin a title application.

3 Import eTAG to webDEALER

webDEALER now allows the dealer to directly import active buyer tag information from the eTAG application. Dealers will be able to import eTAGs from the **Active Buyer Tag(s)** and **Start a New Title Application** quick links located in the Titles section of the webDEALER home page.

3.1 Active Buyer Tag(s) Import

1. Go to the webDEALER home page.
2. Select the Active Buyer Tag(s): quick link.



The screenshot shows the webDEALER home page for user EVA GOWEN. The account information is as follows:

- Account: P51769 ABC DEALERSHIP - 12931 RESEARCH BL
- Set Location
- GDN Category: MOTOR VEHICLE

The 'Titles' section on the left shows the following counts:

- Returned: 0
- In-Progress: 35
- Submitted: 46
- Reviewed: 1
- Imported: 20
- Grouped: 1
- Retractions: 1
- Active Buyer Tag(s): 108**

Below the 'Titles' section are links for 'Start a New Title Application' and 'Title Data Import'. The 'Account Maintenance' section includes links for 'View Account Details' and 'Add New User'.

The main content area displays a table of 'In-Progress Titles' with the following data:

Created On	Deal #	VIN	Vehicle
Nov 14, 2017	87690	1GC1KWEG6HF511402	2017 CHEV SIL
Nov 14, 2017	87698	1F1GC1EF9GFD02043	2016 FORD F15
Nov 14, 2017	87691	WDDUG8FB4HA102043	2017 MERZ S5A
Nov 14, 2017	---	1J4GL58K14W235354	2004 JEEP DSA
Nov 15, 2017	---	1J4GL58K14W920435	1996 HOND ACC
Nov 16, 2017	---	1J4GL58K14W235358	2004 JEEP SDA

A 'View All In-Progress Titles' button is located at the bottom right of the table.

Figure 1: Active Buyers Tag(s)



3. The system displays the Tag Search page.

Tag Search

Search Filter

Tag No: or

VIN: or

Created Date: FROM  TO 

VIN	Vehicle	Tag Number	Owner(s)	Created Date
1HD1BXB433Y030184	2013 HD ED	02610K5	KATHRYN NICOLE FARMER	MAR 16, 2018
3VWSF29MXYM118508	2000 VOLK JET	02610N7	NINA CORINNE NICOLAIDES	MAR 16, 2018
1HFSC52047A404263	2007 HOND VTX	02610U7	JOHN BROWN	MAR 20, 2018

Figure 2: Tag Search Page



4. Search for the eTAG you wish to import. The system allows you to search for the eTAG by:
 - a. Tag Number
 - b. VIN
 - c. Created Date
5. Enter the tag number, VIN, or created date.
6. The system will display the eTAG record.

Tag Search

Search Filter

Tag No: or

VIN: or

Created Date: FROM  TO 

VIN	Vehicle	Tag Number	Owner(s)	Created Date
JTKJF5C75E3073292	2014 TOYT SCI	02612V1	JOSEPH BLACKTHORN	MAR 29, 2018

Figure 3: Tag Search with Information

7. Click on the VIN link to view the tag.

Tag Search

Search Filter

Tag No: or

VIN: or

Created Date: FROM TO

VIN	Vehicle	Tag Number	Owner(s)	Created Date
JTKJF5C75E3073292	2014 TOYT SCI	02612V1	JOSEPH BLACKTHORN	MAR 29, 2018

Figure 4: Tag Search VIN Hyperlink

8. The system displays the TAG Preview page.

9. Click on the **TAG Import** button.

Tag Preview

Vehicle Information

VIN: JTKJF5C75E3073292 Year: 2014

Make: TOYT Model: SCI

Body Style: 2H Major Color: BLACK

Empty Weight: 3800

Purchaser Information

Buyer Name 1: JOSEPH BLACKTHORN

Address: 3459 GROVE STREET

City: AUSTIN ZIP: 78728

State: TX

E-mail: JOE.BLACKTHORN@WEBADDRESS.COM

Phone: 9725554444

Sales Information

Sale Date(mm-dd-yyyy): 03/28/2018 Expiration Date: 05/27/2018

Figure 5: Tag Preview

10. The system will import the tag information and return you to the home page.

11. Click on the **Imported** count link to view the title for the newly imported tag.

Account : P51769 ABC DEALERSHIP - 12931 RESEARCH BLV ▼
[Set Location](#)
GDN Category : MOTOR VEHICLE

Titles

Returned: 0

In-Progress: [35](#)

Submitted: [46](#)

Reviewed: [1](#)

Imported: [21](#)

Grouped: [1](#)

Retractions: [1](#)

Active Buyer Tag(s): [108](#)

- [Start a New Title Application](#)
- [Title Data Import](#)

In-Progress Titles
Reviewed Titles
Returned Titles

Created On	Deal #	VIN	Vehicle
Nov 14, 2017	87690	1GC1KWEG6HF511402	2017 CHEV SIL
Nov 14, 2017	87698	1F1GC1EF9GFD02043	2016 FORD F15
Nov 14, 2017	87691	WDDUG8FB4HA102043	2017 MERZ S5A
Nov 14, 2017	---	1J4GL58K14W235354	2004 JEEP DSA
Nov 15, 2017	---	1J4GL58K14W920435	1996 HOND ACC
Nov 16, 2017	---	1J4GL58K14W235358	2004 JEEP SDA

[View All In-Progress Titles](#)

Figure 6: Imported Link

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3.2 Start a New Title Application

1. Go to the webDEALER home page.
2. Select the **Start a New Title Application** quick link.

Account : P51769 ABC DEALERSHIP - 12931 RESEARCH BLV GDN Category : MOTOR VEHICLE

Titles

Returned: 0

In-Progress: [35](#)

Submitted: [46](#)

Reviewed: 1

Imported: [21](#)

Grouped: 1

Retractions: 1

Active Buyer Tag(s): [108](#)

- [Start a New Title Application](#)
- [Title Data Import](#)

In-Progress Titles Reviewed Titles Returned Titles

Created On	Deal #	VIN	Vehicle
Nov 13, 2017	---	JF1ZNAA19F8708304	2015 TOYT SCI
Nov 14, 2017	87690	1GC1KWEG6HF512052	2017 CHEV SIL
Nov 14, 2017	87691	WDDUG8FB4HA102043	2017 MERZ S5A
Nov 14, 2017	---	1J4GL58K14W235354	2004 JEEP DSA
Nov 14, 2017	87698	1FTFW1EF9GFD08140	2016 FORD F15
Nov 15, 2017	---	1J4GL58K14W235348	2004 JEEP GVF
Nov 15, 2017	---	1J4GL58K14W235345	2004 JEEP DAS
Nov 15, 2017	---	1J4GL58K14W23534	2004 JEEP SAD
Nov 15, 2017	---	1J4GL58K14W900135	1996 HOND ACC
Nov 16, 2017	---	1J4GL58K14W235351	2004 JEEP SDA

Figure 7: Start a New Title Application

3. The system will display the Title Application page.
4. Enter the VIN.
5. Click on the **Search** button.

Title Application

* Indicates Required Field

VIN Search

GDN Category : MOTOR VEHICLE

* VIN :

Figure 8: Title Application

6. The system detects the VIN has an associated eTAG and displays the eTAG import message.



- 7. Select the **Yes** option to import the eTAG.
- 8. Click on the **Continue** button.

Title Application

* Indicates Required Field

VIN Search

GDN Category : MOTOR VEHICLE

* VIN :

An active eTag exists for this VIN. Do you want to import ? Yes No

Figure 9: VIN Search

- 9. The system displays the Tag Preview page.
- 10. Click on the **Tag Import** button.

Tag Preview

Vehicle Information

VIN: JTKJF5C75E3073299	Year: 2014
Make: TOYT	Model: SCI
Body Style: 2H	Major Color: BLACK
Empty Weight:	

Purchaser Information

Buyer Name 1: HAILEY BLACKSTONE

Address: 9834 AGAVE DRIVE

City: AUSTIN

State: TX ZIP: 78728

E-mail: HAILEYBLACKSTONE@WEBADDRESS.COM

Phone: 9725554444

Sales Information

Sale Date(mm-dd-yyyy): 03/28/2018 Expiration Date: 05/27/2018

Figure 10: Tag Import

- 11. The system will import the tag to webDEALER and return you to the home page.



12. Click on the **Imported** count link to view the title for the newly imported tag.

Account : P51769 ABC DEALERSHIP - 12931 RESEARCH BLV Set Location GDN Category : MOTOR VEHICLE

Titles

Returned: 0
In-Progress: [35](#)
Submitted: [46](#)
Reviewed: [1](#)
Imported: [21](#)
Grouped: [1](#)
Retractions: [1](#)
Active Buyer Tag(s): [108](#)

- Start a New Title Application
- Title Data Import

Account Maintenance

- View Account Details
- Add New User

In-Progress Titles | Reviewed Titles | Returned Titles

Created On	Deal #	VIN	Vehicle
Nov 14, 2017	87690	1GC1KWEG6HF511402	2017 CHEV SIL
Nov 14, 2017	87698	1F1GC1EF9GFD02043	2016 FORD F15
Nov 14, 2017	87691	WDDUG8FB4HA102043	2017 MERZ S5A
Nov 14, 2017	---	1J4GL58K14W235354	2004 JEEP DSA
Nov 15, 2017	---	1J4GL58K14W920435	1996 HOND ACC
Nov 16, 2017	---	1J4GL58K14W235358	2004 JEEP SDA

[View All In-Progress Titles](#)

Figure 11: Imported Link