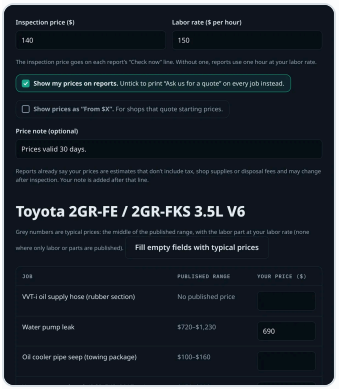
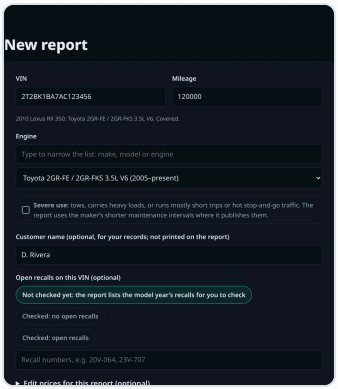
From VIN to approved work

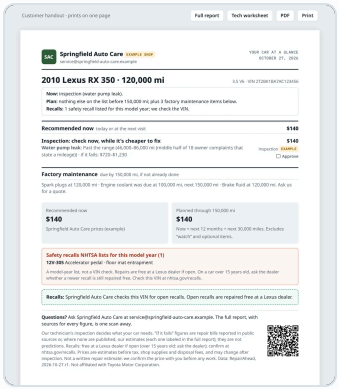
1. **Sign in** at repairahead.com/login with your shop's email. We email a one-time link (works once, 20 minutes). No password. You stay signed in 30 days on that device.
2. **Set prices once.** Dashboard → Edit your prices → enter your labor rate → *Use typical prices for all engines*. Add your inspection price. Optional: "From $X", a price note.
3. **Run a report.** Dashboard → type the VIN (we check it and pick the engine) → mileage → *Request report*. Optional: severe use, customer name, recall check, prices for this car only.
4. **Open the email** (a couple of minutes): handout, worksheet and full report as PDFs, plus the customer's link.
5. **At the counter:** walk the customer through the one-page handout. "Check now" = inspect at your inspection price before quoting. Anything "may be free at the dealer" goes first.
6. **In the bay:** the worksheet gives your tech the checks, codes and part numbers. Your tech decides what the car needs.
7. **After the visit:** report page → *Text it to your customer*. They tick work and press Send; you get an "Approved" email. Call to confirm the price and time.
8. **Keep it tidy:** *Mark done* on finished or declined jobs. Pro: due-work list and free-coverage alerts on the dashboard and by email.



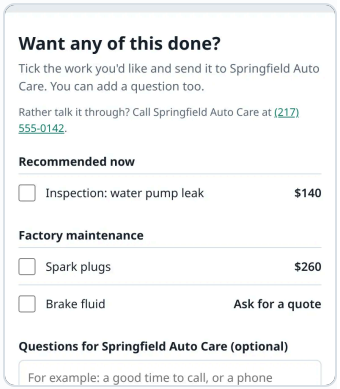
2 Your prices



3 New report



5 The handout



7 Customer approves

Counts as a report

One VIN at one mileage. Same VIN again within 30 days: free. Not covered, failed or unbuilt "pick the engine": free.

Billing

Dashboard → Manage billing, plan and invoices: change plan, yearly billing, card, email, invoices, cancel.

Help

repairahead.com/help · hello@repairahead.com (send the last 6 of the VIN).