Upgrading to MyDPD

Before you begin

Use these steps to make sure your migration goes smoothly

- Make sure you know the username and password of an administrator account on your PC or laptop. You can get these from your IT Team prior to upgrading to MyDPD.

- Make sure your PC or laptop can access the internet.

- Your operating system needs to be Windows 7 or above.

You must upgrade all your PCs and laptops that print labels with MyDPD

Upgrading to MyDPD

1. Keep the printer connected and powered on your PC or laptop

2. You should have received an email from DPD with a link to download the MyDPD software

3. Click on Download for Windows to start the download or click here

4. Open the installer once it has finished downloading

5. If prompted with a Windows dialogue box to make changes to this computer, click Yes and if instructed restart your PC or Laptop.

6. Once installed, MyDPD will open automatically

7. Use your current username and password to login

That's it! **MyDPD** is now ready to use.

Remember to open MyDPD from your desktop. Our icon looks like this:

MyDPD Desktop Icon

We're here to help!
If you have any queries, please call us on **0121 500 2510**.

We're available 24 hours a day, 7 days a week.

Need a new MyDPD login?
If you need a new MyDPD login, please call us on 0121 336 4900.

We're available Monday-Friday, 8:00am - 6:00pm.