

HHSC Pinnacle Tutorial

1. Go to <http://hhsc.pinnaclecart.com/index.php>.
2. Underneath the “My Profile” tab on the left margin, click “Register.”
3. On the Register page, fill in the listed fields and create a password for your account. Click the “Register” button.

If you are registering as an HHS agency employee, review the instructions at the top of the page as you will need to adhere to specifications when filling out the fields.

4. You will receive a confirmation email and the HHSC Pinnacle Cart administrator will change a setting in your account to finalize the process.
5. Once that change has been made, return to the homepage (from step 1) and login. Underneath the “Categories” tab on the left margin, click “DSHS” to view list of print materials.
6. From this page, you will be able to select print materials that you need. Use the categories on the left margin to select by topic. You can also use the Search function on the right side of the screen. To find materials regarding Zika, click on the plus-sign symbol left of the “Infectious Disease” category on the left margin of the page. Click the “Zika” subcategory.



7. Select from the list of printed materials to view and order them.