

Partner User Guide for the User Information & Privilege Management (e+ Partner)

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1 Register an Account

- 1.1. Register on e+Partner
- 1) Login <u>https://partner.huawei.com</u> and click Register

e+Partner V			🖶 English 🗸	🛓 Sign In Register
👋 HUAWEI	MENU Locator	Become a Partner Resource	ses and Support	Ť
F	And Berner		BIG NEWS! The 2021 Huawei Partner Policies for Enterprise Business Ex-China are officially released! Profiability • Simplicity • Enablement • Ecosystem Low More	
O Ascend Pa	artner Program o E	Become a Partner O Recomm	nendation O News & Events	
		Find a P	artner Marketplace	

 You can register an account using an email address or mobile number and fill in the registration information.

Register	Create a new account	Log In English (United State
Register by Email	Register by Mobile	
User ID *		
Email *		
Password *	γ_{τ}	
First Name *		
Last Name *		
Country/Area *	Select	
Phone Number		
	Verify mobile number (You can use a verified number to log in, reset pas	sword, and change password.)
Code in the Image *	MdnA O	
	* I have read and agree to <u>Huawei's Terms and Conditions</u> and <u>Privacy Pol</u>	licy.
	Register	
Uniportal is the onl shared between H	y entrance provided by Huawei to authenticate the identity of external users. You awel services.	ur Uniportal account and login information will be



3) After you submit the registration, you will receive an e-mail to activate your account.

After you activate your account, you can log in to Huawei's official website.

Subject: Your Huseri website account registered successfully
Dann THICTAITECT
bear Josiersol,
Please click the link to activate the account:activate and login
If you failed to open the link above, please copy the url below to the address bar of browser:
https://uniportal-beta.husmei.com/accounts/register.do?method=activitvAccount&uid=IUST0TEST&actiCode=4A-D6-11-B9-E1-69-F6-C6&nls=en
Once activated, an account has a one-year validity period. Please apply to extent your account validation when you receive a validity period update notification from the
system administrator.

2 Partners Apply for Associating Accounts (Applicable:

Partners' users and administrator)

1) With the registered account, log in to <u>https://partner.huawei.com</u>. Click **associate**

yourself with a company

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or the second a Partner Resources and Support Become a Partner Resources and Support	Q
• Your account is not associated with any company. Create a new company of associate yourself with a company.	
Openness . Collaboration . Shared Success	
Let's create value for customers together	
	Contraction of the local diversion of the loc
Ascend Partner Program O Become a Partner O Recommendation O News & Events	
Find a Partner Marketplace	

 On the page of Associate Company, search and select your company and submit application for associating accounts and applications for privilege according to your company.



Document Name

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My Permissions						Download user guide
l'm a partner						
As a partner: Associate with the	company and upgrade your rights.					
	Step1		Step2			Step3
Associate	yourself with a company		Partner Administrat	or Approval	F	Portal Access Application
1	Associate		After approval, your account	t will upgrade to	Selec	t One or Multiple Roles to obtain the function access of metal
I L			Basic access priv	/leges		ransen access of persa.
My access privileges						
Platform	Role	c	ategory	Permission Status	Permission Granted Date	Remark
			No Data			
Total0 10 🗸 Page Size						



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	👋 HUAWEI 🗮 MENU	Locator Become a Partner	Resources and Support		Q
		Fill in Personal 1	ntormation Associate Your Company	Apply Permission	
Find Your Company					
Organization Name	Test Partner for UK		Company	ID	
Organization admin			Administrator Er	nail	
account					
		[Search Reset		
Organiza	ation Name Company ID	Company Address	Administrator Email		
1 🖸					
Total1 10 v Page	e Size				< 1 > 1 60
After you associated yo	our personal account to your company, the administ	strator of company will be able to see you	ir name, account number, and the certificates obtained un	fer your account.	
			Back Next Step		



🐝 ни	AWEI = MENU Locat	or Become a Partner Resources and Support	Q
		Fill in Personal Information Associate Your Company	Apply Permission
After the application submitted, System wil	I email your company administrator	for approval After the approval is completed, you will have access to the Huawei Pa	inter Portal resources and tools.
ication			Role nameldescription 5
Role Name	Products List		Role Description
Quotation Manager	1		You can log in to the SCT and configure Huawei products. In addition, you can view product prices and submit quotations through distributors, and VAPs to the order system.
Commerce Manager	I		Commercial Manager (for Distributor/WP) could access to: Deal Registration/Guote/DeterPayment/Invoice Vsibility/PSIProgram/JMF/Channel Quota Management/Complain,Commercial Manager (for Resetter) could a to: Deal Registration/Bearch Resetter Ordens/Program/JMF/CQ Lised Application/Complain
Account Manager	I		Account Manager (for Dishtbuton/APP) could access to: MarketplaceLeads/Deal Registration/Authorization Letter/Quole/OrderMy Capabilities, Account Manager (for Reseller) could access to: Leads/Deal Registration/Authorization Letter/Search Reseller Orders/My Capabilities
License Administrator	1		Software License Management/Partner online manage Software Orders on ESDP Platform/http://app.huawei.cc receive.isp80/distribute/download/active Commercial Software license, apply temporary License)
Marketing Activity Administrator	1		Channel Marketing Activity (JMF) Administrator: Check Channel Marketing Activity Budget/Application for Market Activity/Check Activity.
Marketing Activity Applicant	1		Marketing Activity Applicant could access to: Marketplace/Joint Marketing Fund(JMF)
n s Daulaure s e			 adm ann y
Mua 👋	WEI = MENU Locato	or Become a Partner Resources and Support	Q.

Note:

a) You can search for a single condition or multiple conditions.

- b) When you search for the company name, could fuzzy query by company name
- c) Step 1: Fill in personal information. Step 2: Select the company you will associate with. Step 3: select the system permission you apply for.
- d) Click Submit. After you submit the application for associating accounts, wait for Partner Administrator or Channel Manager to review.

3 Approval for Associating Accounts (Applicable: Administrator)

After the administrator receives an e-mail to review applications, click the review link in the email or log in to https://partner.huawei.com

Click *My Huawei* ->*Association Approval* to approval applications for associating accounts.



- 1. Click Approval, and then click Approve or Reject to save the approval result.
- 2. After you have saved the result, you can confirm your data on the page of Member

Management.

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	My Huawei	Association Approval	
Partn	ner policies/registration/certification rel questions, please mail to: epartner_support@huawel.com	User ID Email Address www.t Search	Help Records
c	Company Profiles	v 1 Linear Vier Contraction Co	? Guide
A	Access Management	∧ Totait 5 ∨ Page Size < 1 > 1 α0	Advice
	Member Access Management		
	Association Approval		_
	Access Right Approval		
Pe	Personal Profiles	~	
C	Complaints	·	

4 Administrator Applies Permissions for Users. (Applicable: Administrator.)

When the account is associated with the partner (in other words, Partner Administrator or Huawei approves the application for associating accounts) the system will provide the three permissions automatically, WWW (pre-sales documentations download), support-E (after-sales documentations download), and eLearning. You don't need to apply for these permission again.

1) Apply for e+Partner permission

a) Partner Administrator logs in to <u>https://partner.huawei.com</u>.
 Click *My Huawei ->Member Access Management.*



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Company Profiles Join CP Program (Authoriand Country Join Soldiston Partner Program Company Information Annual Declaration Redirect Partner Agreement ICPA	Access Management Member Access Management - Association Approval - Access Right Approval	Personal Profiles Manage My Privilege Personal Information Buil Notification Setting System Presenters My Imported Pres My Exported Files	Complaints - Create Complaint - Search Complaints s				
Performance	Incentive 1556 566 0 0 10 10 0 10 0 10 10 10 10	CQ Published Ledge	2 Balance piring In 3 months active CQ	0 0 0	Bulletin Latest Notification P [Policies] Partner Benefit 2021-01-31 [Policies] Regulations on 2021-01-31 [Policies] Regulations on 2021-01-31 [Policies] Partner Policy1	olicies Help Center s of industry Organization for @ CSP Certification Standards @ CSP Certification Standards @ Dutline for Enterprise Busines @	
Deal Registration Draft Subr	nitted Rejected	Accepted	Closed	Create Deal Expired 0	2021-01-31 [Policies] Regulations on 2021-01-31 More Contact us Chappel policy questions as	Channel Partner Registratio	
JMF Activity Management (USI))				contact: epartner_support@huawel.	com	***

b) Click **Application** for the corresponding account, and select the corresponding role or permission

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My Huawei	Member Managem	nent		Download user guide
	Account	Name		
Partner policies/registration/certification relevant questions, please mail to: epartner_support@huawei.com	Email			
Company Profiles V		Search		Export
Access Management	Account Name	Email	Association Status	Action
Member Access Management	22222	8.2.2.2.2.2.2.2.2	Associated	View Application
Association Approval			i. Associated Disassociate	View Application
Access Right Approval			Associated Disassociate	View Application
				View Application
Personal Profiles V			Associated Disassociate	Set as a
Complaints 🗸			Associated	View Application
			Uisassociate	Set as a
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	Market Transactions	Services Cert	tifications & Trainings	Achievements	My Huawei	Q
My Huawei	Member Man	agement				Return
Partner policies/registration/certification releva	Role name/description	1		Application Status	~	
questions, please mail to: epartner_support@huawei.com			Search			
Company Profiles V	Application Se	t Permission Due Date:	2021-08-16			Save
Access Management	Role	Products		Status	Role	
Member Access Management	Quotation Manager	1		To Be Applied	You can log in to the SCT and co Huawei products. In addition, yo	onfigure u can view
Association Approval					product prices and submit quota	tions through er system.
Access Right Approval	Commerce	/		To Be Applied	Commercial Manager (for Distric	utor/VAP)
Personal Profiles V	manager				could access to: Deal Registration/Quote/Order/Payme	ent/Invoice
Complaints ~					Visibility/PSI/Program/JMF/Char Management/Complain;Comme	nel Quota rcial Manager
					(for Reseller) could access to Registration/Search Reseller	Deal

The access permission of Roles:

Туре	Role Name	Partner New en role description						
СР	License All License Administrator could access to manage Administrator All download Huawei software license on SDP							
СР	Commerce Manager	Distributor/ VAP	Commercial Manager (for Distributor/VAP) could access to: Marketplace/Deal Registration/Quote/Order/Payment/Invoice Visibility/PSI/Program/JMF/Channel Quota Management/Complain					
CP/CSP	Commerce Manager	Reseller	Commercial Manager (for Reseller) could access to: Deal Registration/Search Reseller Orders/Program/JMF/CQ Used Application/Complain					
СР	Account Manager	Distributor/ VAP	Account Manager (for Distributor/VAP) could access to: Marketplace/Leads/Deal Registration/Authorization Letter/Quote/Order/My Capabilities					
СР	Account Manager	Reseller	Account Manager (for Reseller) could access to: Marketplace/Leads/Deal Registration/Authorization Letter/Search Reseller Orders/My Capabilities					



	Marketing		
СР	Activity	A11	Marketing Activity Applicant could access to:
	Applicant		Marketplace/Joint Marketing Fund(JMF)
	11		Finance(for Distributor/VAP) could access to: Search
CP	Finance	A11	Quote/Search Order/Payment/Invoice
01	Thanee	MII	Visibility/Parformance & Incentive
	Partner-Salas		
	Paraan	China	Dentron-Sales Denson Denformence Venegor (for Chine
СР	Person		Partner-Sales rerson reriormance manager (for china
	Performance	Distributor	Distributor): Distributor Performance Administrator
	Manager	D	
СР	Partner-Demo	Distributor/	Demo Administrator (for Distributor/VAP) could
	Administrator	VAP	access to: Demo quota search/Demo detail search
	Service	Distributor/	Service Manager could access to:
CP/CSP	Manager	VAP/CSP/Rese	Marketplace/Support/Manage SR/TF Voucher Query/My
	manager	ller	Capabilities/Complain
	с ·	Distributor/	Service Engineer could access to:
CP/CSP	Service	VAP/CSP/Rese	Marketplace/Support/Create SR/TF Voucher
	Engineer	ller	Query/Personal Capability Profile/Complain
	Storage &		
СР	logistic		Storage & logistic Manager(for Distributor/VAP)
	Manager		could access to: Search Order/Upload return Doc.
	Marketing		Channel Marketing Activity (JMF) Administrator.
СР	Activity	Distributor/	Check Channel Marketing Activity Budget/Application
	Administrator	VAP	for Marketing Activity/Check Activity.
			Super Administrator :Partner Huawei tools
			Administrator could access to: manage user
CP/CSP	Super	A11	association and permission
	Administrator		assignment/Certification/MBO (MBO only for
			Distributor) / Manage SR
	Solution		Solution Cooperation Manager could access to: Submit
SP	Cooperation	Solution	applications for the solution and cortification /
51	Managar	501011011	Pologo the colution/Develop the colution
	mallagel		
CP/CSP	Quotation	A11	Quotation Manager could access to: Configuration and
	Manager		quotation for Huawei products(SCT)
CP/CSP	Configuration	A11	Configuration Manager could access to: Configuration
,	Manager		for Huawei products(SCT)



CP/CSP	Authorized Price Personnel	A11	Authorized Price Personnel could access to: Check Partner Standard Authorized Price
SP, CP	Partner- Solution Certified Representativ e for Distributor	Distributor	Partner-Solution Certified Representative for Distributor could access to: Deal Registration/Check the certified solutions/Feedback the result of Solution Certification
SP	Solution Admin	Solution	Solution Administrator: The Administrator of Huawei Solution Partner Tools(SPC)
СР	Channel product manager	Distributor/ VAP	Channel product manager (for Distributor/VAP) could access to: Deal Registration/Marketplace/Quote/Order/My Capabilities

Note: The access permission will be effected in 30 mins after administrator approved.

2) Apply for ESDP permission

- 1) Partner Administrator logs in to <u>https://partner.huawei.com</u>.
- 2) Click *My Huawei-> Member Management.*
- Click Application for the corresponding account. Select *License Administrator* and submit the application.

License Administrator	1	To Be Applied	Software License Management(Partner online manage Software Orders on ESDP
			Platform(http://app.huawei.com/isdp), receive
			/split/distribute/download/active Commercial
			Software license, apply temporary License)

Note: The access permission will be effected in 30 mins after administrator approved.

3) Apply for SCT permission

- 1) Partner Administrator logs in to <u>https://partner.huawei.com</u>.
- 2) Click My Huawei->Member Access Management



 Click Application for the corresponding account. Select the Quotation Manager, then select the products for permissions and click Save.

My Huawei	Member Mana	agement			Download user guide
	Account		Name		
Partner policies/registration/certification relevant questions, please mail to: epartner_support@huawei.com	Email				
Company Profiles V			Search		
Access Management	Account	Name	Email	Association Status	Action
Member Access Menseement				⁰ Associated	View Application
Association Approval				 Associated <u>Disassociate</u> 	View Application Set as a
Access Right Approval				Associated Disassociate	View Application
Personal Profiles V				Associated Disassociate	View Application
Complaints V				Associated Disassociate	View Application
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PS:

The Quotation manager can create a quotation in SCT, modify the configuration, and submit the BOQ. Authorized price personnel can apply for authorized discounts for channel partners at SCT. And automatically applied to the quoted product discount.



5 Apply Permissions for Common Accounts.

(Applicable: Partner's users.)

- 1) With a common account, you can log in to <u>https://partner.huawei.com</u> .
- 2) Click <u>Manage My Privilege</u> menu.

Company Profiles	Access Management	Personal Profiles	Complaints		
🍐 Join CP Program (Authorized Country) 🕀	· Member Access Management 🕤	* Manage My Privileg	* Create Complaint		
* Join Solution Partner Program 🖯	 Association Approval 🕀 	Personal Information	* Search Complaints		
 Company Information 	🐘 Access Right Approval	* Email Notification Settings			
* Annual Declaration Redirect		* System Parameters			
 Partner Agreement ICPA 		 My Imported Files 			
		 My Exported Files 			
			~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	Bulletin	
46 156	9	CQ Bala	nce 0		
106		0 Expiring	In 3 months 0	Latest Notification P	olicies Help Center
2%		Total CQ Amoun	0 0	[Policies] Regulations on	Managing Channel Partner
0 0 0 0 0	0 0	insert to t		2021-02-05	
Q1 Q2 Q3 Q4	H1 H2			Policies] Partner Benefits 200,01-31	of Industry Organization for new
				(Policies) Regulations on	CSP Certification Standards
			_	2021-01-31	
Deal Registration			Cre	ate Deal [Policies] Regulations on 2021-01-31	CSP Certification Standards
				[Policies] Partner Policy C	utline for Enterprise Busines

- 3) On the *My Permissions*, select the permissions you want.
- 4) After you submit the application, Partner Administrator will receive an e-mail to approve permission application and you could wait for Administrator for approval.

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My Huawei	My Permissio	ns		Download user guide	]
	Application	Set Permission Due Date: 2022-02-05		Submit	
Partner policies/registration/certification relevant questions, please mail to: epartner_support@huawei.com	Role Name	Products List	Status	Role Description	
Company Profiles V	Quotation Manager	1	Have applied	You can log in to the SCT and configure Huawei products. In addition, you can view product prices and submit guotations	
Personal Profiles				through distributors, and VAPs to the order	
Manage My Privilege	Commerce	1	Have	Commercial Manager (for	
Personal Information	Manager		appreu	Distributor/VAP) could access to: Deal Registration/Quote/Order/Payment/Invoice	
Email Notification Settings				Visibility/PSI/Program/JMF/Channel Quota Management/Complain:Commercial	
System Parameters				Manager (for Reseller) could access to: Deal Registration/Search Reseller	
My Imported Files				Orders/Program/JMF/CQ Used Application/Complain	
My Exported Files	Account Manager	I	To Be Applied	Account Manager (for Distributor/VAP)	
Complaints V	-			could access to: Marketplace/Leads/Deal Registration/Authorization	



# 6 Revoke Permissions of Accounts (Applicable:

#### Administrator)

- 1) Administrator logs in to <u>https://partner.huawei.com</u>.
- 2) Click My Huawei ->Member Access Management.
- 3) Select Permissions of the corresponding account. Deselect the boxes for the Role,

and click Save.

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Company Profiles	Access Management	Personal Profiles	Complaints			
<ul> <li>Join CP Program (Authorized Country)</li> </ul>	Member Access Management	Manage My Privilege	Create Complaint			
Ioin Colution Dastear Drogram	Accoriation Approval	Perronal Information	Search Complaint			
Company Information	Access Right Approval	Email Notification Settings	ocurer companye			
Company Information	Access Right Approval	Email Notification Settings				
		System Parameters				
- Partner Agreement ICPA		Ny Imported Files				
		<ul> <li>My Exported Files</li> </ul>				
					Bulletin	
Performance Inc	entive	CQ Published Ledg			Latest Meti	fication Deligion Hole Contor
15	Ka	cà	Salance	0	Latest Noti	ication Policies Help Center
1.0		Ever Series	iring in 2 months	0	[Policies] Re 2021-02-05	gulations on Managing Channel Partner
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					2021-01-31	guinnung wit Corr Certification Standards n
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My Huawei My Huawei Partner policies/registration/certificat gestions, please mail to epartner_support@huawei.c Company Profiles	tions Market Transa	n Set Permission Due Date	Search 2021-08-16	Achievemen Application StatusPis Select-*	ts My Hua	wei Return V
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# 7 Disassociate the Association Between Your Account and the Company

- Disassociate the association between your account and company with the self-service. (Applicable: Partner's user and Administrator)
- a) Log in to UIPM with the registered and associated account. Click My Huawei -> Personal

#### Information

b) Click *Disassociate*, and *confirm* if you are sure you want to disassociate your account with the company.

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2) Administrator disassociates the accounts from company.

#### (Applicable: Administrator.)

Administrator logs in to the UIPM. Click *My Huawei* -> Member Access Management.

Click **Disassociate** and **Confirm**. You disassociate this account with the partner.



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## 8 Change The Partner Administrator

#### Scenes to be used:

1. If the administrator needs to disassociate the current company, he must first transfer the administrator roles to other accounts of the same company.

2. If the administrator's responsibilities changed, you need to transfer the administrator

role to other accounts, you could set other accounts as administrator.

Follow below steps:

1. Partner administrator login <u>https://partner.huawei.com</u> first, go to the page of My

#### Huawei -> Member Access Management.

 Select the account which you want to set as administrator, and click the 'set as an administrator'. Then system will sent a notification email of signing the LOA agreement to the selected account.

Note: 1) Once the 'set as an administrator' button has been clicked, the administrator role will transfer to the selected account at the same time, and will synchronize to ePartner in 30mins.



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