WELCOME

ALCATEL-LUCENT
GLOBAL PARTNER PROGRAM

PARTNER PORTAL REGISTRATION GUIDE

February 2015

Alcatel·Lucent

WELCOME TO THE PARTNER PROGRAM!

This presentation will guide you through the steps you need to take to register as a user on the Alcatel-Lucent Partner Portal.
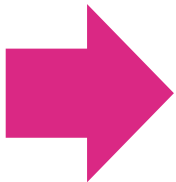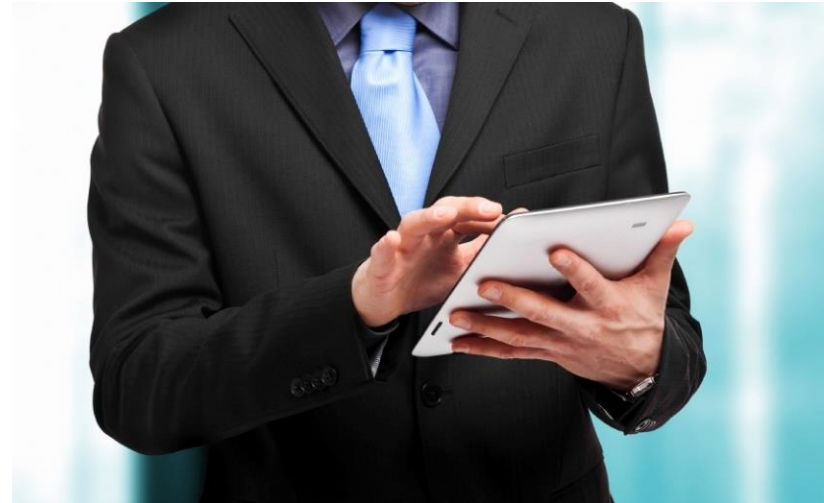
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REGISTERING AS AN ALCATEL-LUCENT PARTNER USER

The Partner Portal has tools and systems designed specifically for our valued partners.

This step-by-step guide will walk you through the process of registering for the portal as a Partner User.

After completing the registration process you will be able to access all the resources that have been created to help you get the most of the Alcatel-Lucent Global Partner Program.

If you have any questions or issues, please contact:
iCare@alcatel-lucent.com
Toll free: 866-582-3688 option 7
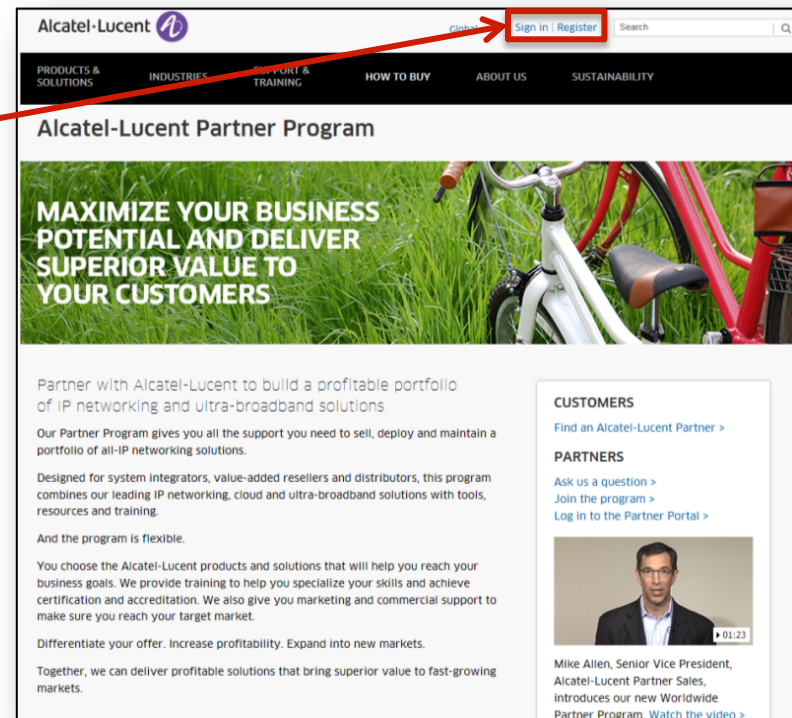International: +1-630-224-9000

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START BY REGISTERING

Go to: http://www.alcatel-lucent.com/partner-program

Click on: **"Sign in|Register"**

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SELECT REGISTER FOR ACCESS

REGISTER AS A PARTNER: STEP 1

Select role and accept terms of use.

REGISTER AS A PARTNER: STEP 2

Provide business identification.

REGISTER AS A PARTNER: STEP 3

Your registration is **NOT** complete. You **MUST** check your e-mail and validate it!!

Validate your e-mail address.

REGISTER AS A PARTNER: STEP 3b

Dear User,

The first step of your registration at Alcatel-Lucent.com has been completed.

In order to continue your registration, please proceed to the URL listed below:

https://market.alcatel-lucent.com/release/SPValSvlt?u=NDYzNTAzMjcwMzQxQUFBMTA2

When you are prompted to enter an authentication code, please enter the following code:

463503270341AAA106

After you have completed this step, which authenticates your email address, you can continue the registration process.

If you do not complete this step within 5 days, your pending registration will be cancelled and you will need to re-register.

The following information was provided during registration:

| Surname:
| Given name:
| Phone number:
| Company:
| Address:
| City:
| State/Province:
| Country:

If you did not register and someone else is using your email address without your authorization, no action is necessary; the pending registration will expire within 5 days. You will receive one reminder email, and a cancellation notice if you take no action.

If you need assistance, please call us.

Thank you,
Alcatel-Lucent.com Support
Inside the United States: 1 877-894-4647
Outside the United States: 1 630-224-9114

1. Click to follow your unique link

2. Enter your unique code

The information you entered when you registered will be shown here.

If it is incorrect, you will be able to edit the information in the next step.

Check your e-mail and follow the instructions.

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REGISTER AS A PARTNER: STEP 3c

Validate your e-mail address.

REGISTER AS A PARTNER: STEP 4

Confirm business identity.

REGISTER AS A PARTNER: STEP 4b

Create a password and security question.

Set password

1. Create a password
Choose a password at least 8 characters in length and containing at least 1 letter AND 1 special character. Please avoid using spaces. The system does not recognize white spaces. Don't forget that passwords are case sensitive.

* Password

* Confirm password

Provide a simple question, which if answered correctly, will allow you to change a forgotten password online. Examples: "Mother's maiden name" or "Year graduated from high school."

2. Create a security question

* Security question

* Security answer

(case sensitive)

3. Click Next to continue

If you need help registering, please review our Frequently asked questions or Contact us for assistance.

Next   Edit   Cancel
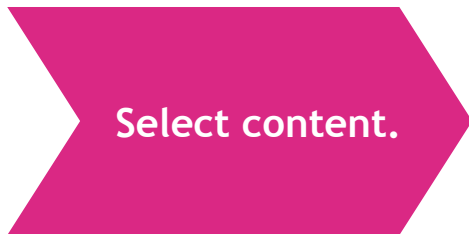
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REGISTER AS A PARTNER: STEP 5

Select content.

CONFIRM REGISTRATION: STEP 6
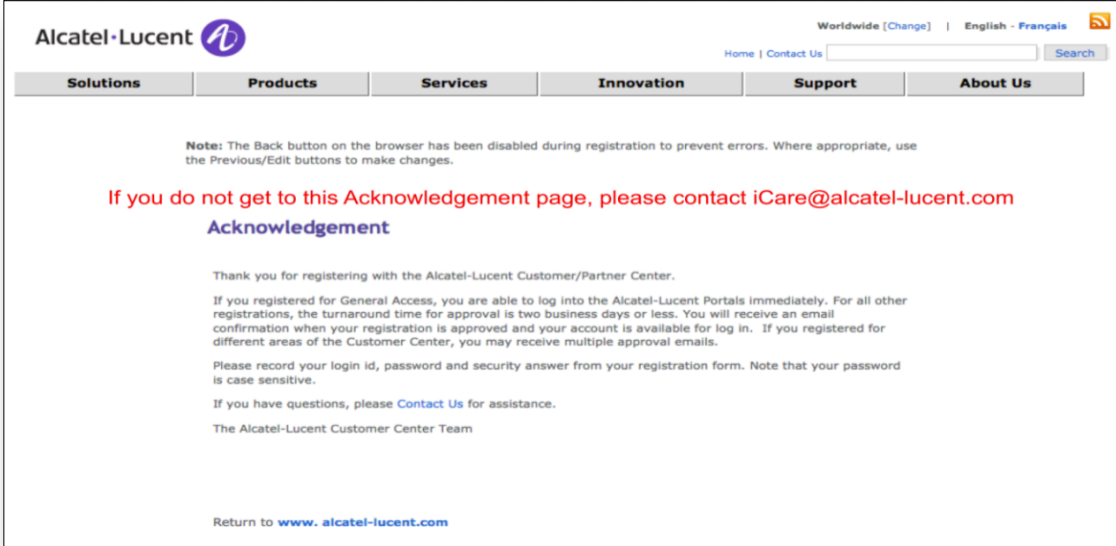
PLEASE WAIT FOR THE PAGE TO LOAD COMPLETELY, THIS COULD TAKE SEVERAL MINUTES.

DURING THIS TIME PLEASE DO NOT:

- CLOSE YOUR BROWSER
- LEAVE THE PAGE
- CLICK "BACK"

Acknowledgement.

WHAT HAPPENS NOW, CAN I LOG-IN?

NOT YET, YOUR REGISTRATION IS BEING PROCESSED.

Processing…

After you see the Acknowledgement page, an ALU Service Desk associate will process your registration.

The Service Desk can experience times of high volume.

Please allow 1 – 2 business days before your registration is processed.

Once your registration has been processed you will receive an email from iCare@alcatel-lucent.com, saying:

"You've been approved."

When you receive the email, please proceed to page 17.

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YOU ARE ALMOST FINISHED!

FOLLOW THESE TWO STEPS TO COMPLETE YOUR REGISTRATION

FIRST: Sign in to the Partner Portal http://www.alcatel-lucent.com/partner-program

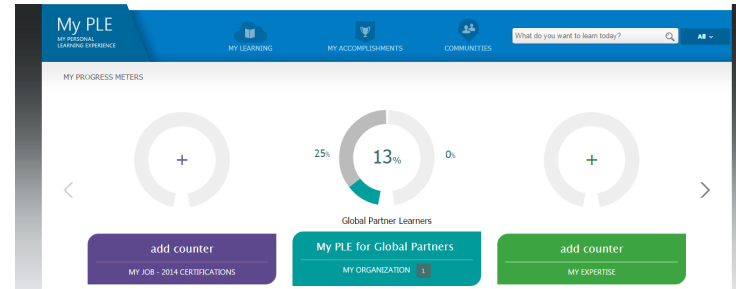SECOND: Authenticate your User ID in the Learning System https://myple.alcatel-lucent.com/

MyPLE will open to your "Dashboard" - which will be set to zero.

Authenticate.

- Authentication in Learning is complete and you may log out.
- Training will be assigned by your learning manager.
- You will receive a notice once your curriculum has been assigned.

FOR QUESTIONS & SUPPORT AFTER REGISTATION CONTACT:

olcshelp@alcatel-lucent.com

Toll free: 866-582-3688 option 7
International : +1-630-224-9000

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THANK YOU

YOU HAVE REGISTERED AS A MEMBER OF THE GLOBAL PARTNER PROGRAM

LOG-IN TO EXPLORE THE GLOBAL PARTNER PROGRAM: www.alcatel-lucent.com/partner-program

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www.alcatel-lucent.com