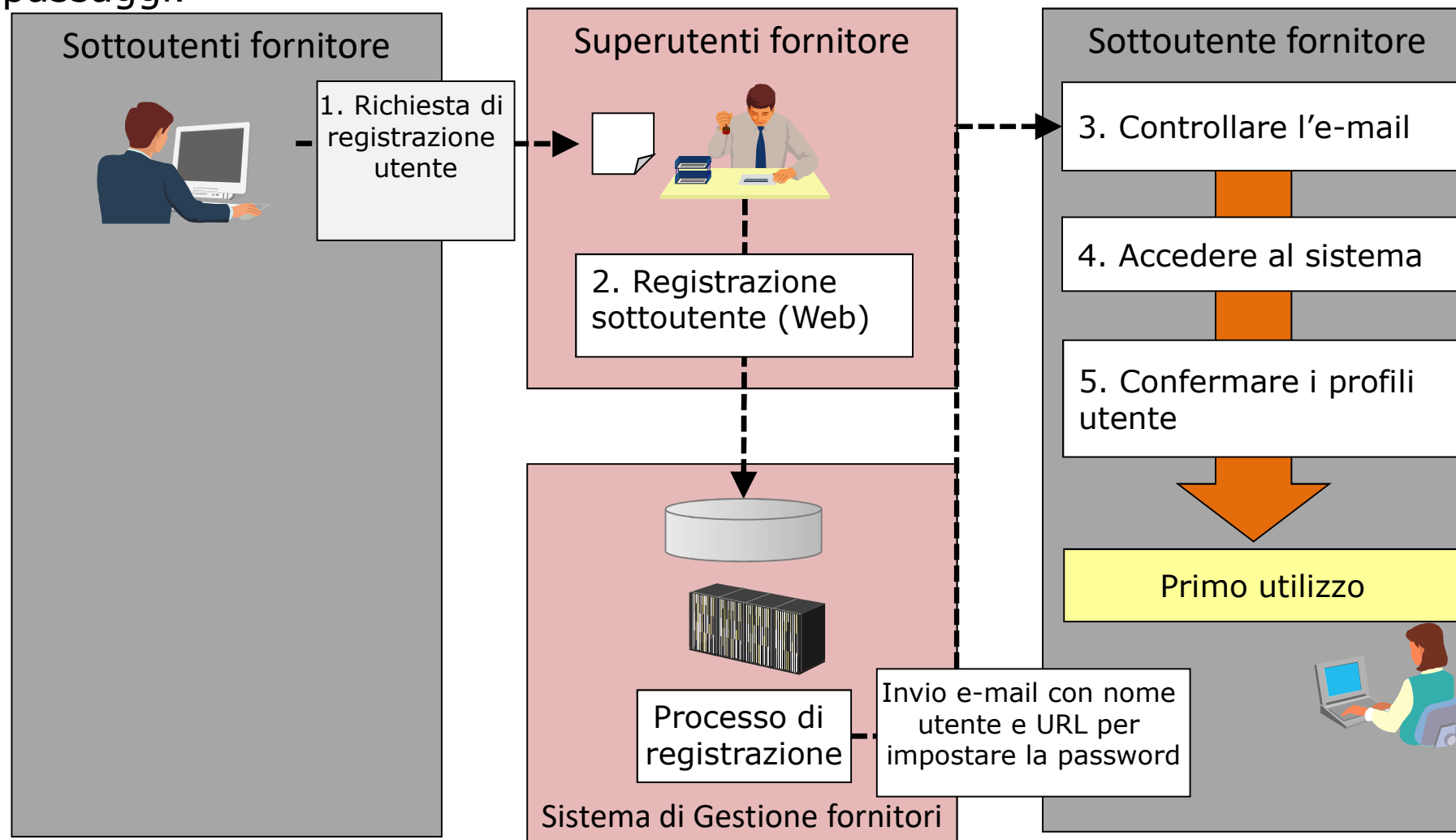

Piattaforma di sourcing Hitachi

Gestione utenza

Gestione fornitori JAGGAER

1. Panoramica operazioni

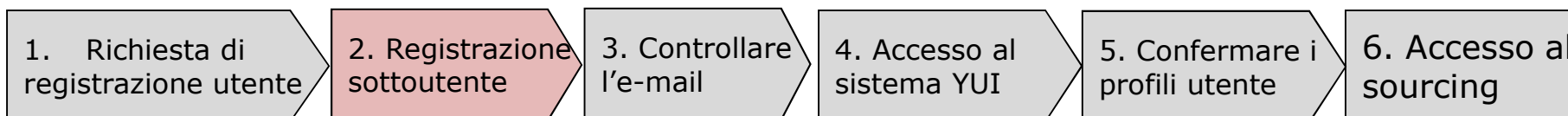
Procedere alla registrazione del sottoutente fornitore secondo i seguenti passaggi.



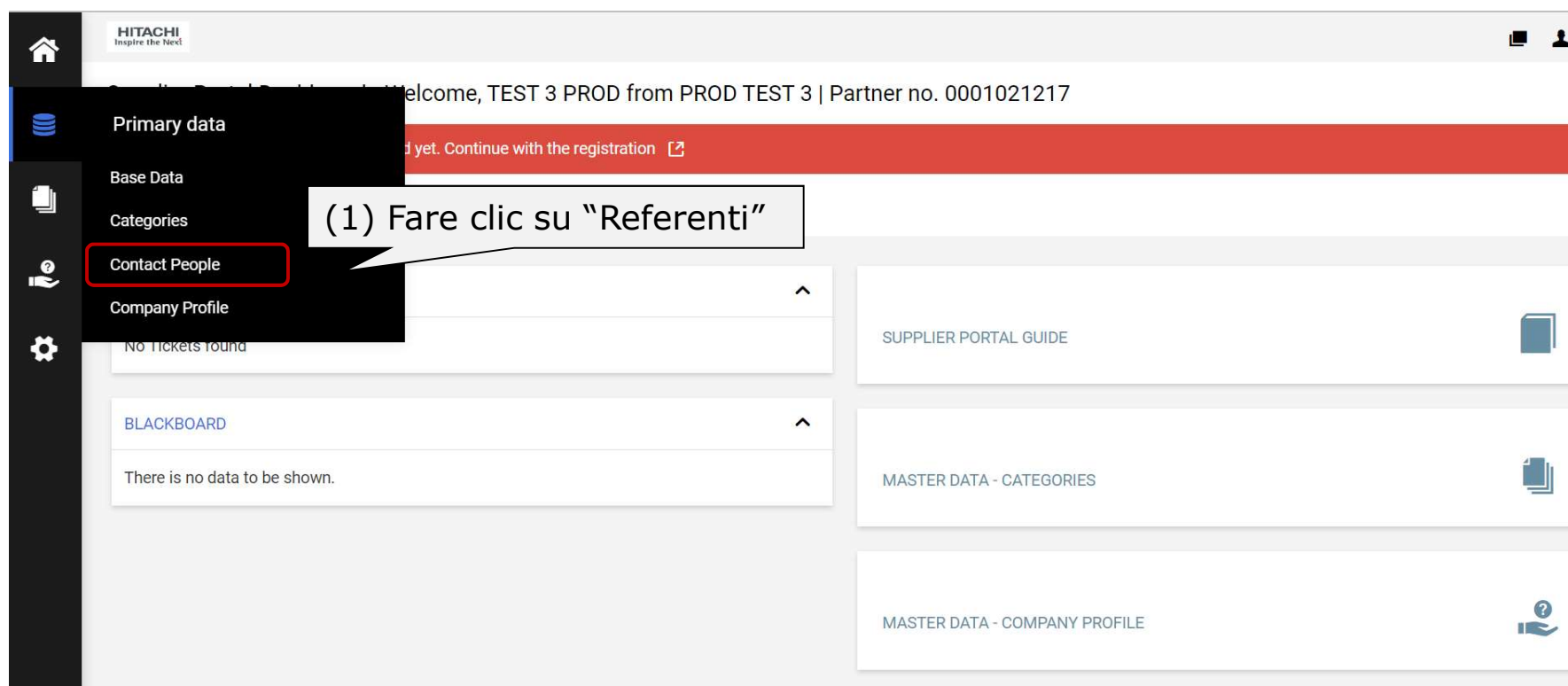
2. Manuale d'uso

Superutente

HITACHI
Inspire the Next



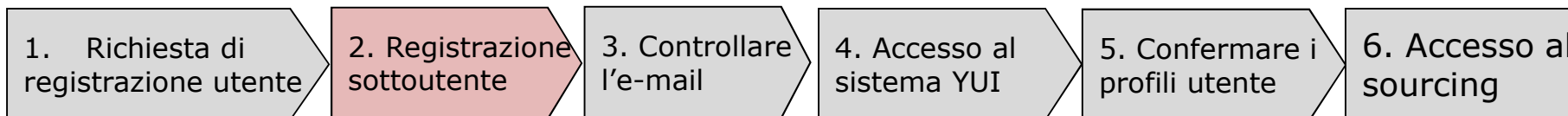
2-1. Superutente fornitore Accesso al Sistema di Gestione fornitori



2. Manuale d'uso

Superutente

HITACHI
Inspire the Next



2-2. Attivazione sottoutente - Esistente

Controllare gli utenti esistenti sul tuo profilo e il loro stato di accesso al portale, se l'utente che desideri attivare esiste già, puoi modificarlo per abilitarne l'accesso.

Contacts

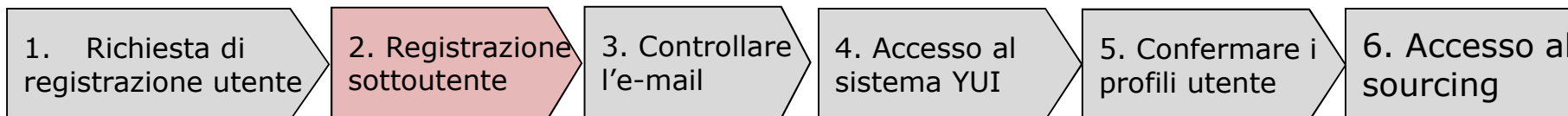
Name	Login name	E-Mail	Telephone	Portal Access
PT TEST 3, PROD	portal.4662232	TESTJDAC+PRODTEST3@G...	+1 565546456	✓
PT test 3 user2, prod		testjdac+prodtest3user2@g...		✗

(2) Fai clic su "Modifica"

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2-3. Aggiornamento informazioni utente

(3) Digitare le informazioni utente

CONTACT PERSON

First name*

prod

Last name*

test 3 user2

Department

Telephone

+ --- Area Number

E-Mail*

testjdac+proptest3user2@gmail.com

(5) Fai clic su "Salva"

(4) Seleziona il permesso al Portale di accesso e Fornitore_Hitachi Rail

Portal Access ☒ **(i)**

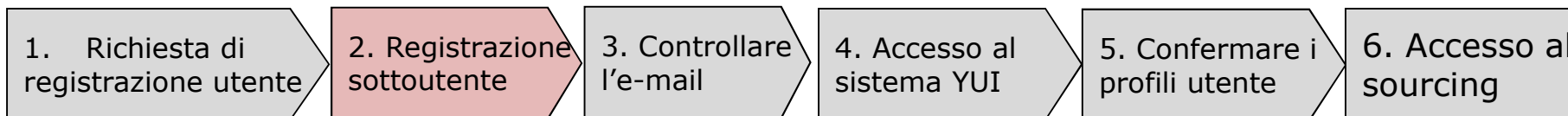
permissions*

☐ Supplier_Hitachi Rail - Admin Role

2. Manuale d'uso

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2-4. Attivazione sottoutente - Nuovo

Controllare gli utenti esistenti sul tuo profilo e il loro stato di accesso al portale, se l'utente che desideri attivare NON esiste già, seguire i passaggi seguenti.

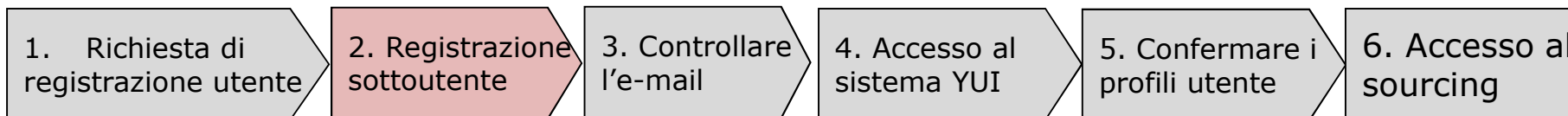
The screenshot shows the Hitachi user management interface. On the left is a sidebar with icons for home, contacts, roles, and settings. The main area is titled 'Contacts' and has two tabs: 'Contacts' and 'Roles'. Below the tabs is a table with columns: Name, Login name, E-Mail, Telephone, and Port. The table contains two rows of user data. The first row is highlighted in blue and shows a user with a green checkmark in the 'Port' column. The second row shows a user with a red 'x' in the 'Port' column. In the top right corner, there is a red box around a plus icon with a person silhouette, and a callout box pointing to it with the text: (6) Fai clic su "Aggiungi nuovo".

Name	Login name	E-Mail	Telephone	Port
PT TEST 3, PROD	portal.4662232	TESTJDAC+PRODTEST3@G...	+1 565546456	✓
PT test 3 user2, prod		testjdac+prodtest3user2@g...		✗

2. Manuale d'uso

Superutente

HITACHI
Inspire the Next



2-5. Aggiunta nuovo utente

Add New Contact

(7) Digitare le informazioni utente

CONTACT PERSON

First name*

Lauren

Last name*

Cammell

Department

Telephone

+

Area

Number

E-Mail*

lauren.cammell@hitachirail.com



Portal Access ⓘ

permissions*



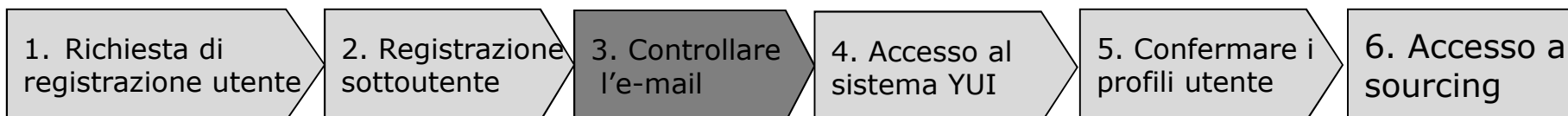
Supplier_Hitachi Rail - Admin Role

(9) Fai clic su
"Salva"

Cancel

Save

(8) Seleziona il permesso al Portale di accesso
e Fornitore_Hitachi Rail



3-1. Il sottoutente riceve un'e-mail



Wed 15/02/2023 12:44

no-reply@app11.jaggaer.com

[EXTERNAL] Thank you for registration with HITACHI RAIL EUROPE LIMITED

To: Cammell, Lauren

Dear Lauren Cammell,

5. Your registration was successful. Thank you for registering at https://app11.jaggaer.com/portals/hr/?pp_login=1&cid=439168

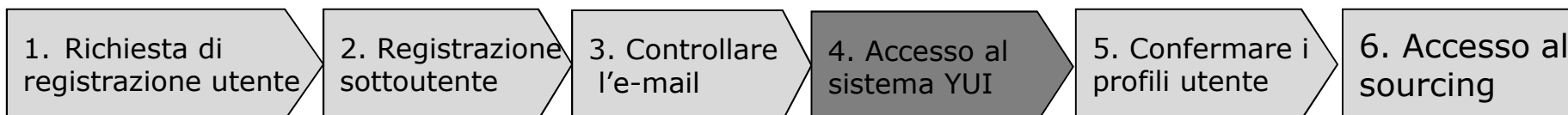
We found, you have never registered any other Jaggaer customer with this email address and so you will need to set a password. Please follow this link to do so:
https://app11.jaggaer.com/modules/portal/jintLogin/createJintSetPassword/?reg_hash=06541b899e0eed5027792eb6b71e7e3bd3089f98b5d8279b50d5da343d3326f1

Your email address is your user name.

(10) Fai clic sull'URL per impostare la password

If you'd like to know more about the Jaggaer Supplier Account and what it offers you, please visit <https://library.jaggaer.com/supplier/account/>

NOTE: If you did NOT request this email, please contact jdsupport@jaggaer.com



4-1. Reimposta password

Set your Jaggaer Supplier Account password

JAGGAER is updating the login process for all users. You are required to update your password.

i You can get more information at <https://library.jaggaer.com/supplier/account>

lauren.cammell@hitachirail.com

New password

Confirm password

- ✗ Minimum of 8 characters
- ✗ Minimum of 1 number
- ✗ Minimum of 1 lower case letter and 1 upper case letter
- ✗ Password must not be identical to loginname
- ✗ Minimum of 1 special character (not A-Z or a-z or 0-9)

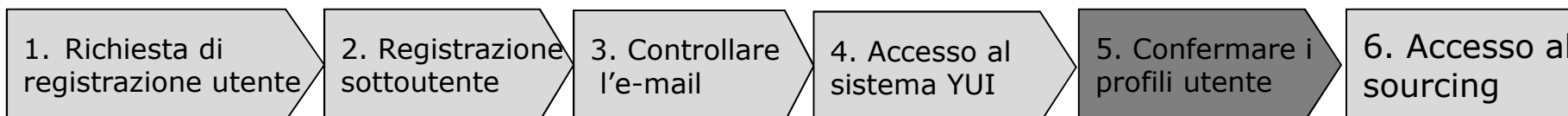
Save Reset

(11) Digita la nuova pw

(12) Fai clic su "Salva"

2. Manuale d'uso

Sottoutente



5-1. Accedi e controlla le informazioni del profilo utente

The screenshot shows the Hitachi Supplier Portal Dashboard. The header includes the Hitachi logo and the text "Inspire the Next". The main content area displays the user's name "Cammell Lauren" and their partner number "0001021217". A red banner indicates that the registration is not finished yet. The left sidebar contains navigation links for "OVERVIEW", "TICKETS", and "BLACKBOARD". The "BLACKBOARD" section shows "User Data" with a "Save" button. The "User Data" form includes fields for "Salutation" (Mr., Ms., Neutral), "Title", "Telephone" (Country, Area, Number), and "Mobile" (Country, Area, Number). Annotations with callouts point to specific elements: (13) points to the "Account Settings" link in the top right; (14) points to the "Title" field; (15) points to the "Save" button.

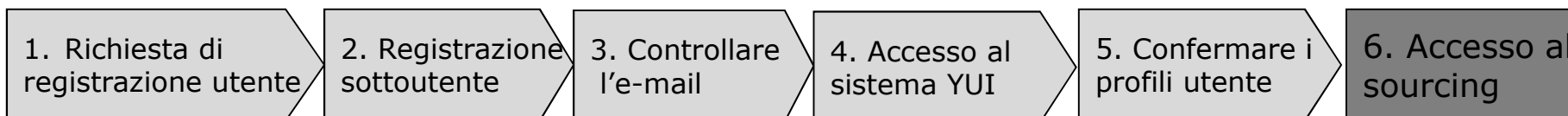
(13) Fai clic sul link "Impostazioni account"

(14) Aggiorna informazioni / Imposta lingua

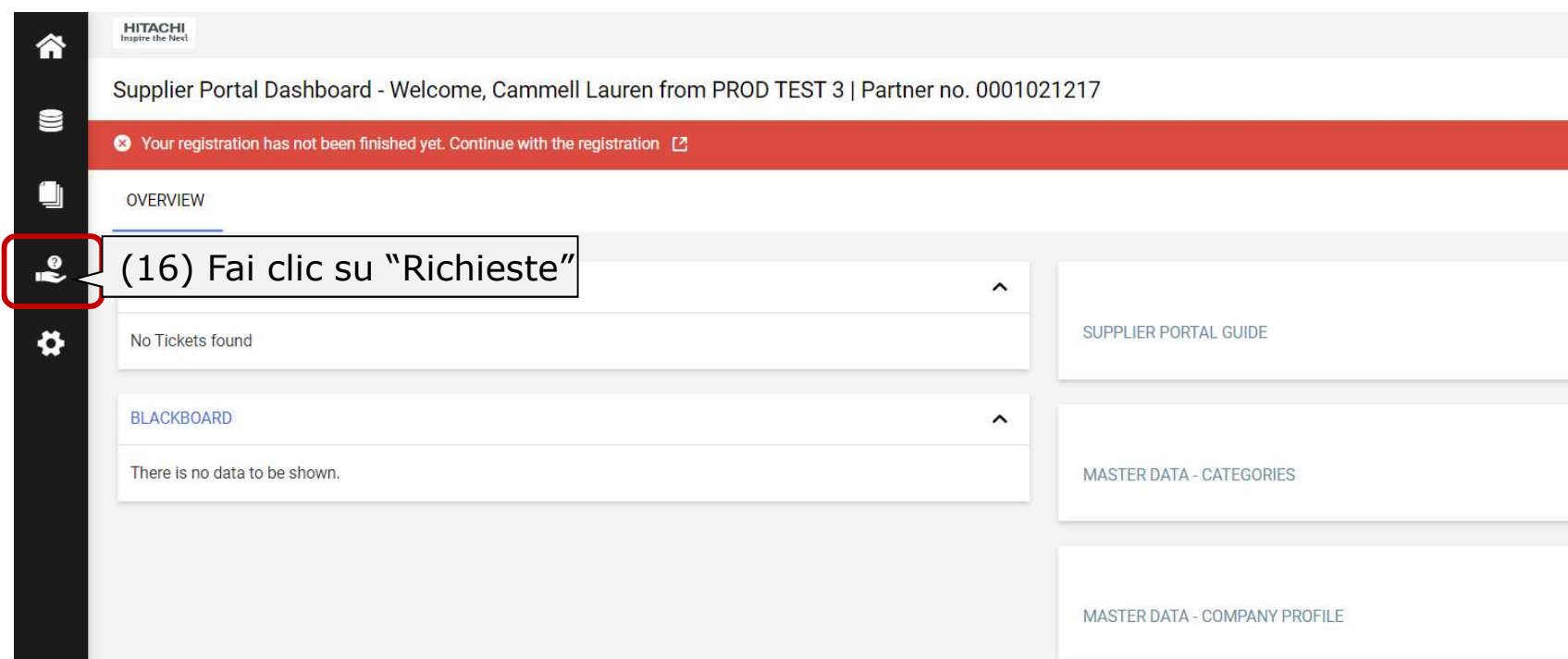
(15) Fai clic su "Salva"

2. Manuale d'uso

Sottoutente



6-1. Per accedere a RFx/Contratti



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