



Lenovo Partner Hub

The new global partner portal

| **Topic:** Onboarding_Registration

| **Duration:** 15 minutes

Lenovo

As part of Lenovo's endeavor to transform our partners' experience of doing business with us, Lenovo has designed and launched a new global partner portal – Lenovo Partner Hub

You can access the partner portal Lenovo Partner Hub: www.lenovopartnerhub.com

Lenovo Partner Hub

LENOVO PARTNER HUB will improve our partners' experience and empower them to sell better by delivering
the **RIGHT CONTENT** at the **RIGHT TIME** to the **RIGHT AUDIENCE**



- **Register your organization as a new Lenovo Partner**
- **Register yourself as user of the Portal**

Initiate the Registration Process

Access the Lenovo Partner Hub: www.lenovopatnerhub.com

Rolling banners
outlining key features
and benefits of the
new partner portal -
Lenovo Partner Hub

Lenovo

Welcome to Lenovo Partner Hub

Grow your business with Lenovo by taking
advantages of our new features.

• • • •

Partner Assist Live Chat Contact

© 2019 Lenovo Terms Privacy Sitemap

Canada - English

LOGIN

Login

Don't have an account?

Get started

For users whose
organization is not
registered with
Lenovo, Click the
Get started
button to initiate
registration
process

The login page is a public page. Users will view this page in English at all times. Users can change language of login page by selecting preferred language in the footer

Initiate the Registration Process

This registration landing page will guide you to initiate your registration process. Follow the below steps to start your registration.

The screenshot shows the Lenovo registration landing page. At the top, it says "Grow your business with Lenovo" and "Become a Lenovo partner within 2 business days. A welcome pack will be emailed to you and you can start using the portal!". Below this, it indicates "Registration will take less than 5 mins" and "Approval of your application within 2 days".

The "REGISTRATION" section contains a form with the following elements:

- 1**: A dropdown menu for "Select your country" with "Canada" selected.
- 2**: A dropdown menu for "Select your preferred language" with "English" selected.
- 3**: A blue "Register Now" button.
- 4**: A link for "Already have an account? Login Now".

Below the registration form, there is a section titled "What you get from Lenovo Partner Hub" with three cards:

- PERSONALISED EXPERIENCE**: Tailor made experience for you. A completely personalised experience from the moment you are our partner.
- COMPREHENSIVE CATALOG**: Everything about our products in one place.
- TRACKING MADE EASY**: Real time status updates on your work.

At the bottom, there is a section titled "LENOVO PARTNER HUB BENEFITS" with a video player and the text: "Become a Lenovo partner to experience the benefits. Lenovo partner playbook helps you to understand more about our program, products and offerings, which will bring benefits to your business."

01

Select your country from the dropdown menu

02

Select your preferred language. Once you have selected the preferred language, it will be saved in your profile. You will see the portal in this preferred language after login.

03

Click **Register Now** to initiate the registration process

04

Or click **Login Now** if you already have an account

GREAT NEW FEATURE

- You can also watch our Onboarding Video demonstrating the new features of the portal on help page in the portal.
- The newly redesigned registration process will take you less than five minutes to complete. You can expect to hear back from Lenovo within two business days

Follow the Registration Process

Step 1: Provide Company Information



Step 2: Provide Contact Information



Step 3: Provide Additional Information



Step 4: Review and confirm

As the first step, start by providing the basic information about your company

Lenovo

Partner Registration

1. Company information 2. Contact information 3. Additional information 4. Confirmation

Company information
**Mandatory field*

Company name / Trading name* Tech World Limited

Company website* http://www.techworld.com
 No Company Website

Country* Canada

Company address* Flat A, 13/F, Tech Center, 954 C Street

Town / City

State / Province / Country* Kentucky

Postal code 402203

VAT / Tax ID / Company ID B12345677

Validate

You can see the progress of your registration process on top of the page

The following mandatory company information fields are highlighted with the red asterisk:

- Company name/Trading name
- Company website
- Country
- Company address
- State/Province/County

Click the **Validate** button to proceed to the next step

GREAT NEW FEATURES

- Tool tips for fields are provided to explain what information you need to fill in
- If your company is already registered in the system, you will be guided to provide missing company information or your personal information

Follow the Registration Process

Step 1: Provide Company Information



Step 2: Provide Contact Information



Step 3: Provide Additional Information



Step 4: Review and confirm

As the second step, provide your personal contact information

Lenovo

Partner Registration

✓ Company information 2. Contact information 3. Additional information 4. Confirmation

Contact information

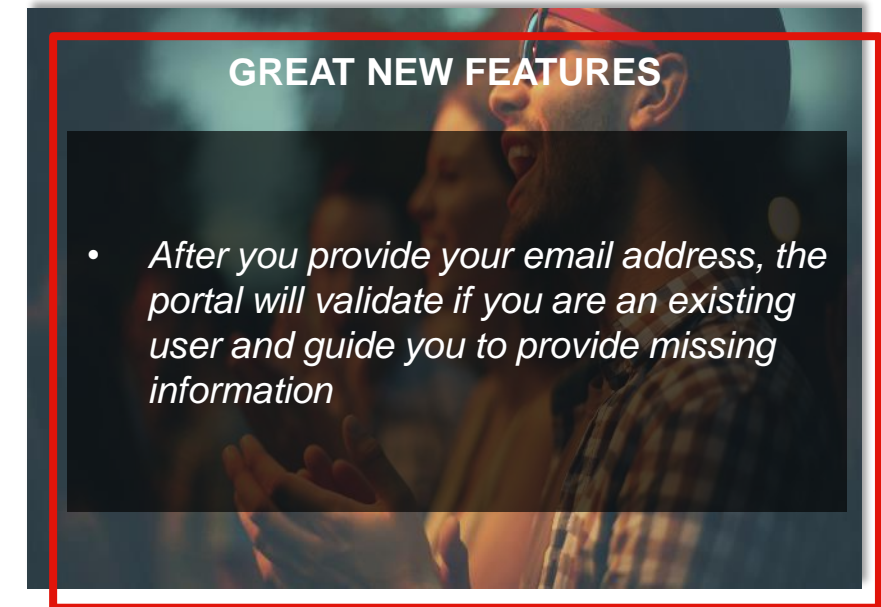
*Mandatory field

Company email*

Previous Validate

Enter your company email address

Click the **Validate** button to proceed to the next step



Note:

- If you do not have a company email address, you can use your personal email address
- You cannot change the email created once it has been confirmed

Follow the Registration Process

Step 1: Provide Company Information



Step 2: Provide Contact Information



Step 3: Provide Additional Information



Step 4: Review and confirm

As the third step, provide additional information about your company. These information will enable us to deliver a more personalized portal experience for you

Lenovo

Partner Registration

✓ Company information
✓ Contact information
3. Additional Information
4. Confirmation

Additional information
Tell us about your business so we deliver a personalized partner experience.
*Mandatory field

1

Is the owner or principal of your company a current or former Lenovo Vice President, Lenovo Senior Vice President, or such officer of a Lenovo subsidiary?

Yes No

2

Does any owner or principal of your company or any of their immediate family members, own or control over 5% in Lenovo stock and/or stock in a Lenovo subsidiary?

Yes No

3


Total employees*

4

Yearly total revenue*

5

Revenue category*



Total category revenue
100%

■ PC Client	25%
■ Server	10%
■ Service	10%
■ Software	10%
■ Others	10%

01

Confirm if the owner or principal of your company is a current or former Lenovo Vice President, Senior Vice President or such officer of a Lenovo subsidiary

02

Confirm if any owner or principal of your company or any of their immediate family members own or control over 5% in Lenovo stock and/or stock in a Lenovo subsidiary

03

Total employees

04

Yearly total revenue

05

Revenue category

Follow the Registration Process

Step 1: Provide Company Information



Step 2: Provide Contact Information



Step 3: Provide Additional Information



Step 4: Review and confirm

It will not take more than a few minutes for you to complete this form

Lenovo

Partner Registration

✓ Company Information ✓ Contact Information **3. Additional Information** 4. Confirmation

Additional information
Tell us about your business so we deliver a personalized partner experience.
**Mandatory field*

6 Reseller types*

Reseller Value Added Reseller (VAR) Independent Software Vendor (ISV)
System Integrator E-Tailer Retailer (Chain) Store (Single store front)
Service Provider

7 Your company focus*

Consumer PC Commercial PC Workstation Visuals Smart Office
Accessories DCG work items Server, Storage, Networking
Hyperconverged & Cloud Solutions High Performance Computing
AI Solutions Edge Computing

8 Customer types*

1-9 10-49 **50-99** 100-499 500-999 1000+

Pick your primary customer segment

9 Industry segment*

Banking and Securities Communications, Media and Services **Education**
Government Healthcare Providers Insurance
Manufacturing and Natural Resources Retail Transportation Utilities
Wholesale Trade

Previous Next

06

Reseller types

07

Your company focus

08

Customer types

09

Industry segment

GREAT NEW FEATURE

- *Additional information about your company will help us in delivering a more personalized experience for you*

Follow the Registration Process

Step 1: Provide Company Information



Step 2: Provide Contact Information



Step 3: Provide Additional Information



Step 4: Review and confirm

As the last step, **review and confirm** the information you have provided, you can edit the information as required

Partner Registration

[Company information](#)
[Contact information](#)
[Additional information](#)
[4. Confirmation](#)

Confirmation

Review your company and contact information below before submission.

Company Information [Edit](#)

Company name / Trading name	Tech World Limited
Company website	www.techworld.com
Country	Canada
Company address	Hat A, 13/F, Tech Center, 954 C Street
State / Province / County	Kentucky
Postal code	402203
Company telephone	54301920097
Date business founded	30 June 1990
VAT / Tax ID / Company ID	B12345677
Social media links	Facebook www.facebook.com/voaquaralencia LinkedIn www.linkedin.com/voaquaralencia

Contact Information [Edit](#)

Company email address	jillian_jerry@techworld.com
Preferred phone number	Mobile, 98765432
Secondary phone number	Home, 1234567890
Company address	Hat A, 13/F, Tech Center, 954 C Street
Salutation	Miss
Name	Jillian Berry
Job title	Administrator
Job role	Admin, CEO
Business product focus	Personal Computing and Smart Device (PCSD)
Email Opt-in / Opt-out	Yes
Other markets of interest	N/A
Email subscription	<input type="checkbox"/> PC & Mobile Devices (including connected services / software) <input type="checkbox"/> Workstation <input type="checkbox"/> Survey and opinion polls

Additional information [Edit](#)

Is the owner or principal of your company a current or former Lenovo Vice President, Lenovo Senior Vice President, or such officer of a Lenovo subsidiary? No

Does any owner or principal of your company or any of their immediate family members own or control over 2% in Lenovo stock or other stock in a Lenovo subsidiary? No

Total company employees: 200

Yearly total revenue: CAD \$600,000.00

Reseller types:

- PC Client: 20%
- Server: 35%
- Service: 12%
- Software: 30%
- Others: 2%

Reseller types:

- Reseller
- Consulting PC

Your company focus:

- 13-15
- 51-55

Customer types:

- Banking and Services
- Education Providers

Industry segment

Special Bid Addendum Agreement (SBA) [Read the SBA details](#)

You must agree to the terms of the Special Bid Addendum (SBA) to access the Lenovo Partner Network. We will send you the Special Bid Addendum (SBA) through the email after you submit the registration form.

Lenovo Partner Network Agreement (LPNA) [Read the LPNA details](#)

You must agree to the terms of the Lenovo Partner Network Agreement (LPNA) to access the Lenovo Partner Network. We will send you the Lenovo Partner Network Agreement (LPNA) through the email after you submit the registration form.

Authorization to sign

Please indicate if you are authorized to sign the SBA and LPNA agreements. The authorized individual should be the owner of the company, Chief executive officer (CEO), or the Chief financial officer (CFO).

Yes, I am authorized to sign. No, I am not authorized to sign.

[Agree & register](#)

Follow the Registration Process

Step 1: Provide Company Information



Step 2: Provide Contact Information



Step 3: Provide Additional Information



Step 4: Review and confirm

You will also be asked to review and sign the agreements with Lenovo

What are these agreements?

There are two agreements that you will be asked to review and sign before submission:

- Special Bid Addendum Agreement (SBA)
- Lenovo Partner Network Agreement (LPNA)

The screenshot shows the 'Additional information' section of the registration form. It includes fields for company ownership, revenue, and employee count. A donut chart shows the retailer types: PC Client (20%), Server (35%), Service (12%), Software (30%), and Others (30%). Below the chart are buttons for 'Retailer types' (Retailer), 'Your company focus' (Consumer PC), and 'Customer types' (B2B, B2C). The 'Industry segment' section has buttons for 'Sales and Services' and 'Hardware/Peripherals'.

Below the form, three red boxes highlight the agreement review steps:

- 1** Special Bid Addendum Agreement (SBA) [Read the SBA details](#)
You must agree to the terms of the Special Bid Addendum (SBA) to access the Lenovo Partner Network. We will send you the Special Bid Addendum (SBA) through the email after you submit the registration form.
- 2** Lenovo Partner Network Agreement (LPNA) [Read the LPNA details](#)
You must agree to the terms of the Lenovo Partner Network Agreement (LPNA) to access the Lenovo Partner Network. We will send you the Lenovo Partner Network Agreement (LPNA) through the email after you submit the registration form.
- 3** Authorization to sign
Please indicate if you are authorized to sign the SBA and LPNA agreements. The authorized individual should be the owner of the company, Chief executive officer (CEO), or the Chief financial officer (CFO).
 Yes, I am authorized to sign.
 No, I am not authorized to sign.

At the bottom right, there is a button labeled 'Agree & register'.

01

Review the details of Special Bid Addendum Agreement (SBA)

02

Review the details of Lenovo Partner Network Agreement (LPNA)

03

Indicate whether you are authorized to sign the agreements

Follow the Registration Process



- Once the registration application is submitted successfully, it will be reviewed by Lenovo
- You will be notified of the approval results through email within two business days
- If you are the first person to register your organization, you will be assigned the role of an **Admin**. As an Admin, you will be able to invite your colleagues and assign appropriate user roles on the portal.
- Once the registration application is approved, you will receive a welcome package e-mail with your login credentials

Lenovo

Thank you

Your application has been successfully submitted. We will review your application and notify you of the approval results within 2 business days.

- 1 Your system role: **Admin**
You are automatically assigned as admin after registration is completed. You are allowed to make colleagues an admin after you login to the portal.
- 2 Receive email
You will receive a welcome pack email to set up your Lenovo account.
- 3 Start using the portal
Access your partner portal and start selling Lenovo products.

[Back to Login](#)

Note:

- Please note that the application will be processed only after the Special Bid Addendum (SBA) and the Lenovo Partner Network Agreement (LPNA) is accepted by the authorized individual indicated in the previous step

Follow the Registration Process

A user role is assigned to you by your company Admin based on your key responsibilities and needs.



Sales Manager

- Develop and execute against the **sales plan**
- **Ensure sales can** meet or exceed **targets**
- **Monitor outcomes** of sales activities

- Have an overview of my company's sales performance
- **Build** relevant **solutions** that company sales reps can leverage for other customers



Sales Representative

- Meet or exceed **targets**
- **Understand end-customers' needs** and **develop solution** offerings accordingly
- **Maintain customer relationship**

- **Find** the right product to offer to customers
- **Build** a relevant **solution** according to the customer needs and history
- **Identify** the status of deal regs and bid request and **know** what **actions** to take



Marketing Manager

- **Create materials** for marketing activities
- Participate, execute and monitor the success of **Lenovo marketing campaigns**
- **Support** sales team **with customer pitches**

- **Locate** marketing assets that fits a **specific** marketing need
- **Browse** to understand all available resources
- Look for **suggestions or recommendations** on how to do marketing with Lenovo



Admin

- Oversees company level performance, rebates and contract
- Provide **general support** for sales and marketing roles
- **Manages system access and assign portal roles** within organization following agreed rules with Lenovo

- **Register** new colleagues to be Lenovo partner portal users
- **Manage** user roles of colleagues, company profile and bank details
- View and manage the **programs and contracts** of my company

thanks.

Different is better

