Hewlett Packard Enterprise

Registering as a HPE Reseller

Quick Reference Guide
for new Partners in Asia Pacific

Registering as a new Reseller partner

There are five main steps to be a new Reseller partner.

Create your account → Complete Partnership Application → Accept Agreement → Complete DDQ Survey → Get Started

Create your account

① **Enter your work email address**

② **Search your company > Filter Results**

③ **Create new company**

④ **Add your user details**

⑤ **Become a Partner Portal Administrator**

⑥ **Set up your password**

Overview: Create your account

1 Enter your work email address

2 Search your company > Filter Results

3 Create New Partnership

4 Add your user details

5 Become a Partner Portal Administrator


6 Set your password

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Create Your Account

To access the Partner Ready Portal, you must first register as a portal user.

Go to **partner.hpe.com** using your preferred browser.

At the login screen, please:

① Select your preferred language by clicking on the **Select language** drop-down box in the top right-hand corner of the page

② Click the **Register here** link under the sign-in button.
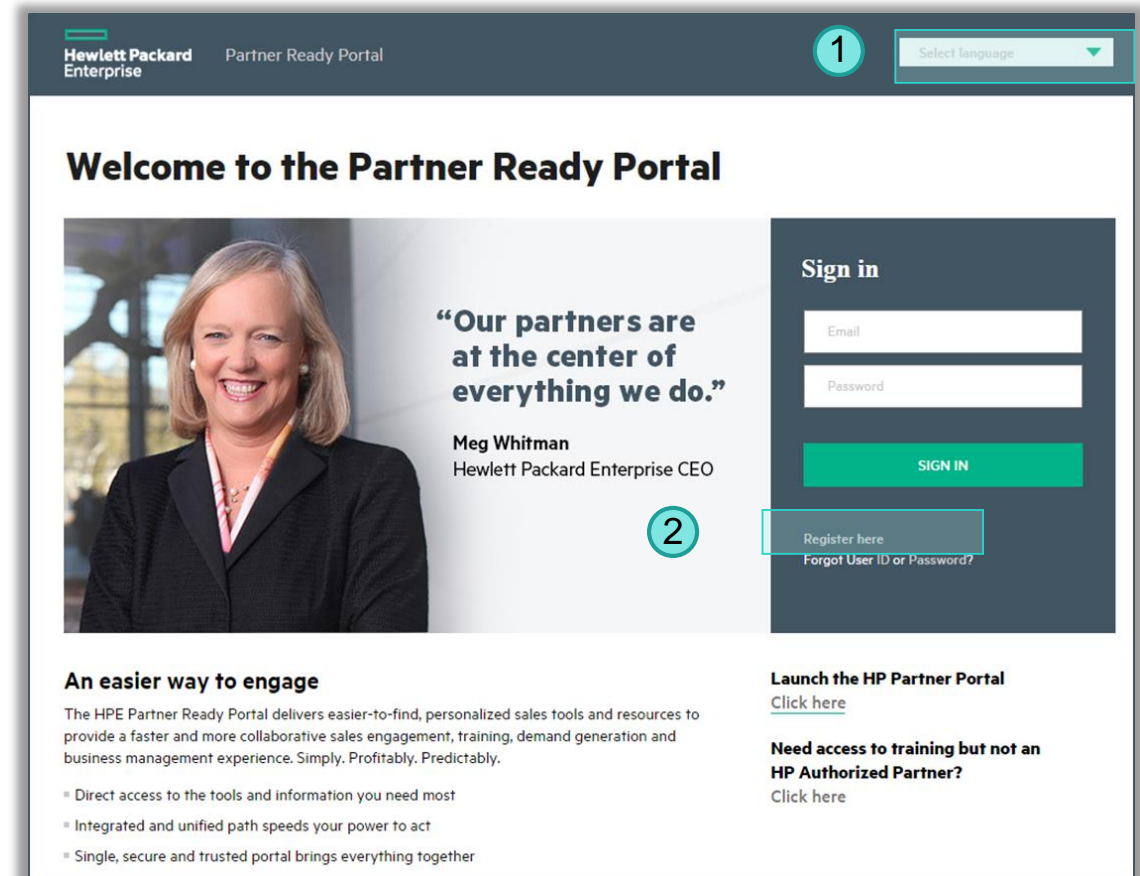
1. Create Your Account – start with your email address

Clicking the **Register here link** will take you to a new page that helps users find their company in the HPE partner database (if your company already exists).

To begin the registration process, you need to:

a Enter **your work email address**

b If possible enter **Location ID**, when registering for an existing company (refer to your PPA)

c Type in the **security code** to confirm that you aren't a robot. If you can't read the code that is shown, you can click the **Get a new code** link.

c Click on the **VERIFY** button

Partner Ready Portal — Welcome to the Partner Ready Portal

Thank you for choosing Hewlett Packard Enterprise (HPE). The Partner Ready Portal is the global gateway for everything you need to do business with HPE. By registering your account, you will get access to business selling tools and information. Simply begin by following the steps and filling in your details. Please view the documents on the right hand side if you'd like more information.

a Please enter your work email address*

b Location ID

c Enter security code*

O755 Get a new code

d VERIFY

Support documents
- Registering as a new portal user
- Registering as an HPE Reseller for Europe, Middle East and Africa
- Registering as an HPE Reseller for North America
- Registering as an HPE Reseller for Latin America
- Registering as an HPE Reseller for Asia-Pacific
- Registering as an HPE OEM

* Fields marked with an asterisk are required

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2. Create Your Account – begin the new company registration process

The search results will display all the companies that have users registered with the same domain as your work email address.

① If your company name is listed, then your company is already registered as a partner.

② If your company name is not listed, you should proceed to **Register** with a new partnership**.**

Having problems? The following resources are available to help throughout the registration process:

ⓐ Click the link for answers to Frequently Asked Questions on registration

ⓑ Contact HPE Partner Support teams by clicking on the GET SUPPORT button

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3. Create Your Account – add your company details

Clicking on the **Create New** button will open a new page with specific fields required to create your company account

(a) Complete **Company information** section: name, country, tax ID, email domain

(b) Provide information on your **Company Legal Address**

(c) Complete information on your **Company Physical Address**, if different from your legal address

(d) Choose your **Mailing** address between Legal or Physical Address

(e) Click **Next**

4. Create Your Account – add your user details

After selecting your company, you'll be asked to complete your personal **user details** as the first user in the New Company

a. User details (your full name, job function etc.)

b. Your contact details (country, city, zip code, work number etc.)

c. Choose how you prefer to be contacted by HPE

d. Click **Next** to proceed to the next step
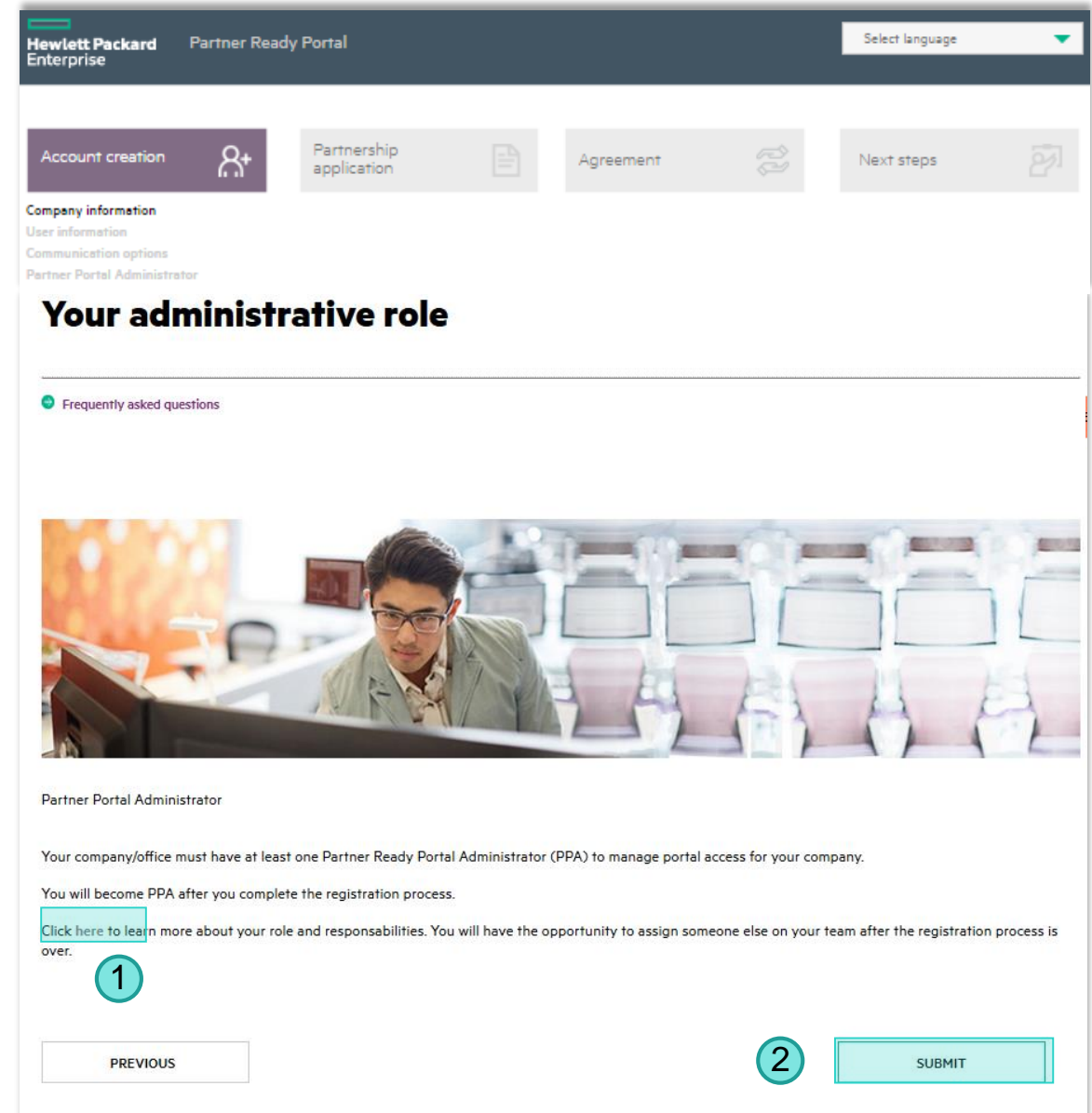
5. Create Your Account – set up as Partner Portal Administrator

Each partner company must identify a Partner Ready Portal Administrator (PPA). The PPA has an important role in managing your user access and business tools.

The first person to register as a user for your company will automatically become the company's PPA.

You can change your PPA contact at a later point when more users are registered if you wish to do so.

(a) Select **Click here** to learn more about the roles and responsibilities of a Partner Portal Administrator

(b) Click the **Submit** button to submit your registration

Hewlett Packard Enterprise | Partner Ready Portal

Select language

Account creation | Partnership application | Agreement | Next steps

Company information
User information
Communication options
Partner Portal Administrator

Your administrative role

Frequently asked questions

Partner Portal Administrator

Your company/office must have at least one Partner Ready Portal Administrator (PPA) to manage portal access for your company.

You will become PPA after you complete the registration process.

Click here to learn more about your role and responsibilities. You will have the opportunity to assign someone else on your team after the registration process is over.

(1)

PREVIOUS | (2) SUBMIT

6. Create Your Account – set your password

Once you click **SUBMIT**, a confirmation message displays that your user application has been successfully submitted to Hewlett Packard Enterprise.

You will Receive a Notification Email to set-up your Password for the Partner Ready Portal so that you may log in to continue the partnership registration process.

Your application has been submitted

What's next?

1. You will receive a confirmation email.
2. Follow the link provided in the email to set your portal password.

HPE Partner Ready Portal homepage

Hewlett Packard Enterprise Partner Ready Portal

Dear #TO_NAME#,

Thank you for requesting access to the Hewlett Packard Enterprise (HPE) Partner Ready Portal.

Your request is now approved. You may now access all appropriate content and tools for your partnership. Click here to learn how to use the Partner Ready Portal.

If you have never logged in to the Partner Ready Portal, please click here to set your password. The link takes you to the 'forgot password' form where you can enter your new password.

Complete Partnership Application

① **View available Partnerships with HPE**

② **Choose your Partnership with HPE**

③ **Fill in your partnership application**

④ **Upload Legal Documents**

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Overview: Completing the Partnership Application

1 View available HPE Partnership types

2 Choose Your Partnership with HPE

3 Fill in the Partnership Application

4 Upload Your Legal Documents

1. Complete Partnership Application – view the different HPE partnership models available to you

After you log in to the Partner Ready Portal you will be given details of the different partnership models that are available for you to start your business relationship with HPE.

(a) To read more details on each Partnership, click on the corresponding "Learn more and apply" button.

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Search Portal

Account creation | Partnership application | Agreement | Next steps

Available partnerships
Complete partnership application

Partnerships that meet your business needs

Solution Provider

HPE's industry leading global Partner Ready Program provides you with the business support, tools and benefits you need to enhance profitability and increase customer demand through comprehensive sales, marketing and technical enablement.

(a) ⊖ Learn more and apply

OEM

Incorporate HPE technology into your own products
HPE helps OEMs to become more competitive and efficient, by offering a comprehensive portfolio of world-class solutions that reduce your time to market, while driving out cost and complexity from R&D, integration,...

⊖ Learn more and apply

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2. Complete Partnership Application – choose your partnership type

By clicking the "Learn more" button you will be directed to a page that describes the selected partnership model:

- The type of business model and partnership

- The advantages of enrolling in HPE's partner program

- Pre-requisites for enrolling

(a) For more information please take a look at the **Support documents** available in the side-bar on the right-hand side of the page.

(b) If this partnership model fits your requirements, click **Enroll Now** to start the partnership enrolment process.

HPE Partner Ready for Solution Provider

Whether you are a reseller, service provider or systems integrator, the new HPE Partner Ready Program provides you with tools and benefits that fit your business—focused on enhanced profitability, increased customer demand, and comprehensive sales and technical enablement.

Accelerating your profitability and growth

Partnering with Hewlett Packard Enterprise allows your business to take advantage and thrive in today's idea economy. We put our partnerships first so that you can enable your customers with transformation to a hybrid infrastructure, to protect their digital enterprise, empower the data driven organization, and enhance workplace productivity.

As a solution provider, joining the HPE Partner Program means making the most of HPE products, services and innovation to increase demand, grow your business and improve profitability.

Support documents (a)

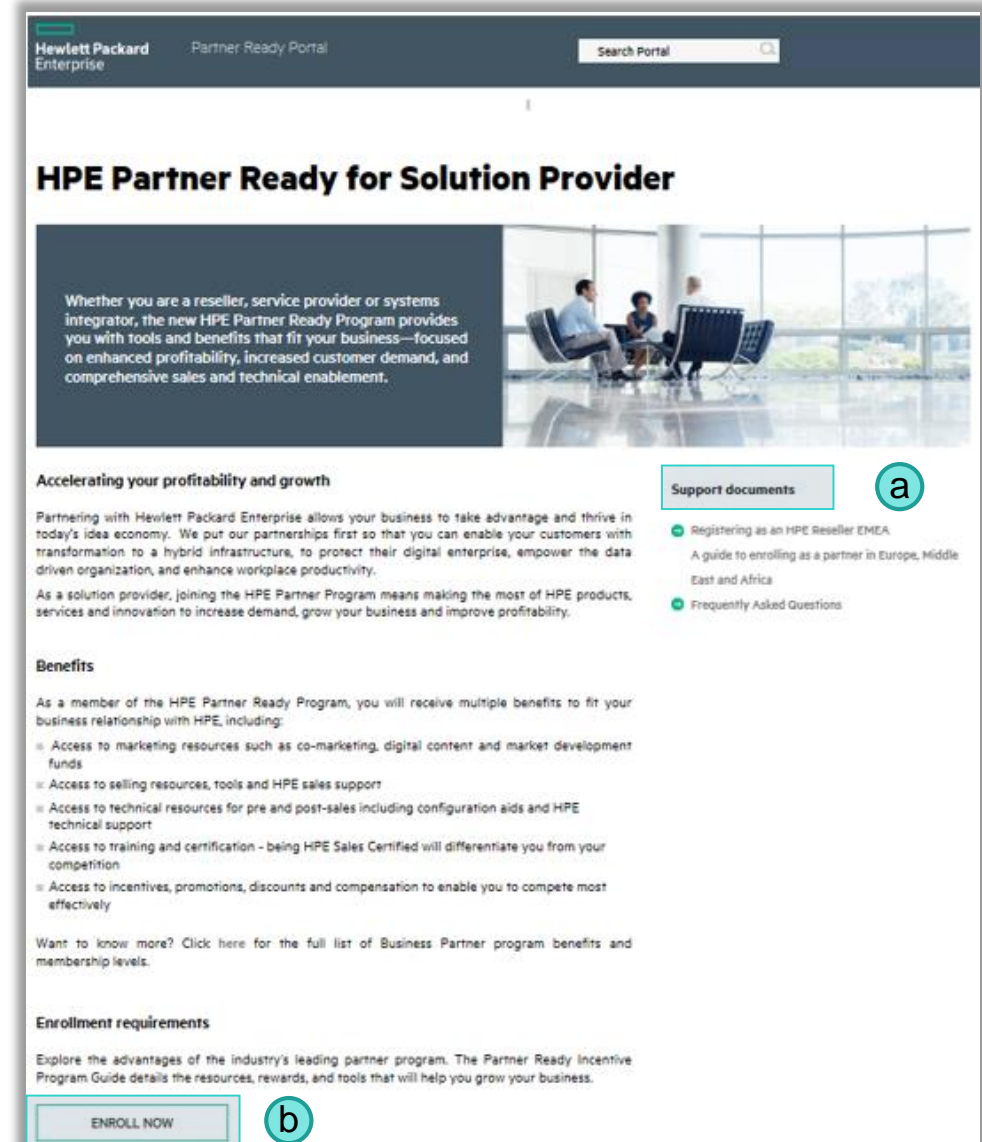- Registering as an HPE Reseller EMEA
- A guide to enrolling as a partner in Europe, Middle East and Africa
- Frequently Asked Questions

Benefits

As a member of the HPE Partner Ready Program, you will receive multiple benefits to fit your business relationship with HPE, including:

- Access to marketing resources such as co-marketing, digital content and market development funds
- Access to selling resources, tools and HPE sales support
- Access to technical resources for pre and post-sales including configuration aids and HPE technical support
- Access to training and certification - being HPE Sales Certified will differentiate you from your competition
- Access to incentives, promotions, discounts and compensation to enable you to compete most effectively

Want to know more? Click here for the full list of Business Partner program benefits and membership levels.

Enrollment requirements

Explore the advantages of the industry's leading partner program. The Partner Ready Incentive Program Guide details the resources, rewards, and tools that will help you grow your business.

ENROLL NOW (b)

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3. Complete Partnership Application – fill in the application form

Complete all mandatory fields (marked with a red asterisk) within the company and business information sections

a Enter your Primary Business Contact, your Legal Representative and the General Manager details. If they are the same, please tick the tickbox

b Clicking "Next" will save the information completed so far. You can move to the next page after completing all the mandatory information.

While completing the partnership application, you may choose to return to each section at any time by clicking previous. Your answers will be saved even after closing the session so you may return later.

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3. Complete Partnership Application – tell us about your business

Industry *
Select One

Primary business model *
Select One

a

Form of organization *
Select One

Annual revenue *
Select One

Number of employees*
Select One

Sales Coverage *
Select One

What percentage of your company's business concentrates on: *

Large accounts? ⑦
0

Mid-market? ⑦
0

Small business small office? ⑦
0

Total breakdown should equal 100%

b

What is you annual revenue mix? *

% Servers
0

% Networking
0

% Storage
0

% Software
0

% Services
0

Total breakdown should equal 100%

Who are your current vendors? * **c**

☐ HP Inc.
☐ Cisco
☐ EMC
☐ Avaya/Nortel
☐ Other

☐ Dell
☐ Fujitsu
☐ IBM
☐ Oracle

Who are your current distributors? *

d

Business opportunities

Please list your main activities meant to develop your business with Hewlett Packard Enterprise within next 12 months.

e

Activity 1 *

Activity Type
Select One

Starts on
Starts on

Ends on
Ends on

Short Description ⑦

Expected revenue ⑦
Revenue

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a **From the drop-down menu, please select your:**
  • Industry, Form of organization, Number of employees, Primary Business Model , Annual revenue, Sales Coverage

b **Tell us more about your business and marketing strategy by entering:**
  • Your customer mix, what % of your revenue is generated from large accounts, mid-market or small businesses
  • Your annual revenue mix by technology category

c **Select which other vendors you are currently working with**

d **Enter the names of your Distributors**

e **Share your business opportunities**
  • Tell us how HPE may support the plans you have to develop your business in the coming year

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4. Complete Partnership Application – upload your legal documents

Your partnership with HPE cannot proceed without uploading the necessary legal documents for HPE compliance processes.

a Check out the list of the necessary legal documents that need to be uploaded (note they may vary by country)

b Click the Upload button to submit the documents.

The documents need to be in .zip format and zip files must not exceed a maximum size of 10 MB.

c Please read the "Privacy regarding data usage" statement and check the box to show your agreement

d Click "Next" to proceed to the next step

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Please Note

If you are the Legal Representative for your company, you can continue with the legal process.

If you are not the Legal Representative, the appropriate person will receive details on how to finalise the enrolment process. Please click here to view the next steps.

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Complete Partnership Application

Once you click **SUBMIT**, a confirmation message will be sent to you to let you know that your partnership application has been received.

HPE will review your application and notify you of the next steps.

Your application has been submitted

Thank you for your application to the HPE Partner Ready for Solution Providers.

What happens next?

1. We have received your application for becoming a Service Provider.

2. Your appointed legal representative will now be sent an email notification asking them to login to the Partner Portal to review and accept the proposed partnership agreement.

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Accept agreement

① **Review proposed Agreement**

② **Click Submit**

1. Accept Agreement – review the agreement proposed by HPE

On this screen, you will be able to review the proposed partnership agreement from HPE

(a) Carefully read the agreement text in the PDF document

(b) Select the tickbox to agree to the terms and conditions

(c) Click **SUBMIT**

Complete DDQ Survey

1. **Answer the Due Diligence Questionnaire (DDQ)**

2. Accept Agreement – complete the legal compliance check

- Receive email from HPE email domain [XXX@hpe.com] with the subject "IMPORTANT - Complete the Hewlett Packard Enterprise Compliance Program Due Diligence Questionnaire".

- Click the link provided in the email and enter your User ID and password.

- Complete the questionnaire and click on, "Submit".

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Get Started

① **Wait for approval**

② **Full access to Partner Ready Portal**

1. Next Steps – wait for full approval

While waiting for approval you can start learning how to make the most of partnering with HPE, by:

- Reading the **Business** information specific to your Partnership so that you can prepare for doing business with HPE

- Participating in **Training** with a range of sessions aligned to your business type and user profile

- And if you are the Partner Portal Administrator (PPA) for your organization, you may learn more about your roles and responsibilities
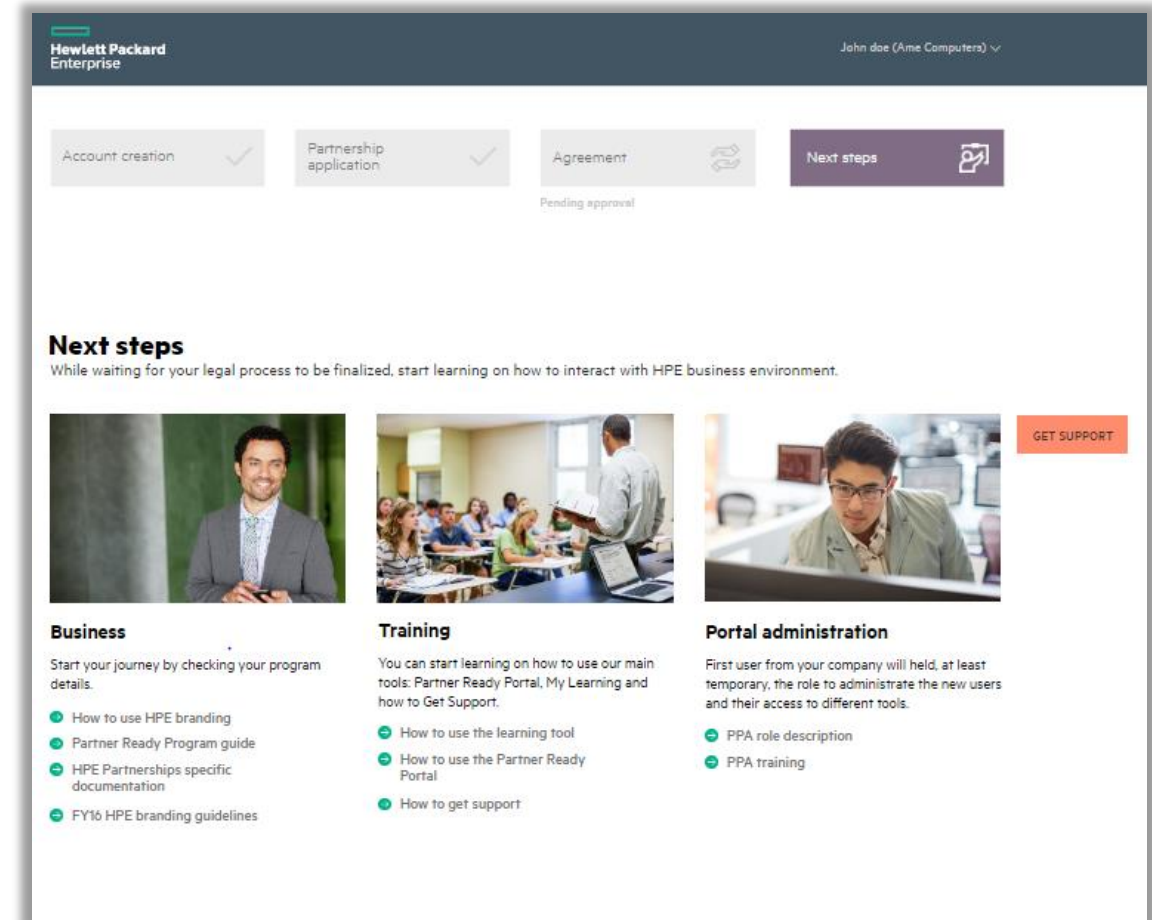
2. Next Steps – full access to the Partner Ready Portal

Once your partnership is approved, you will receive a notification to confirm your full access to the HPE Partner ecosystem via the Partner Ready Portal.

Hewlett Packard Enterprise — Partner Ready Portal

Dear Jon Smith

Thank you for requesting access to the Hewlett Packard Enterprise (HPE) Partner Ready Portal
The legal formalities were completed and you have been granted full access to Partner Ready Portal.

Please log in and view all applicable content and business tools.

Click here to learn how to use Partner Ready Portal.

You have been granted the role of Partner Portal Administrator (PPA).

As a PPA for your organization, you will be able to:

- Validate portal access requests for new users.
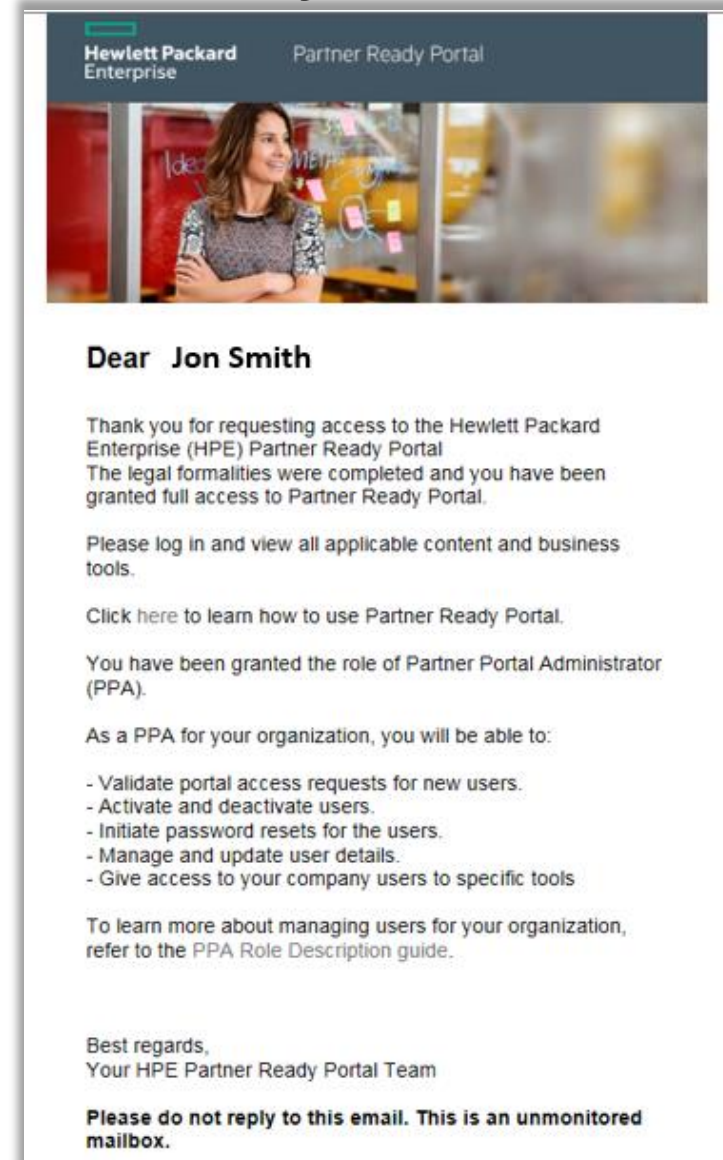- Activate and deactivate users.
- Initiate password resets for the users.
- Manage and update user details.
- Give access to your company users to specific tools

To learn more about managing users for your organization, refer to the PPA Role Description guide.

Best regards,
Your HPE Partner Ready Portal Team

Please do not reply to this email. This is an unmonitored mailbox.

2. Next Steps – accessing the Partner Ready Portal

Here's an idea of what the Partner Ready Portal home page might look like when you first log in.

Please be aware that the home page looks different for each user as the information displayed is personalised and relevant to your individual profile.

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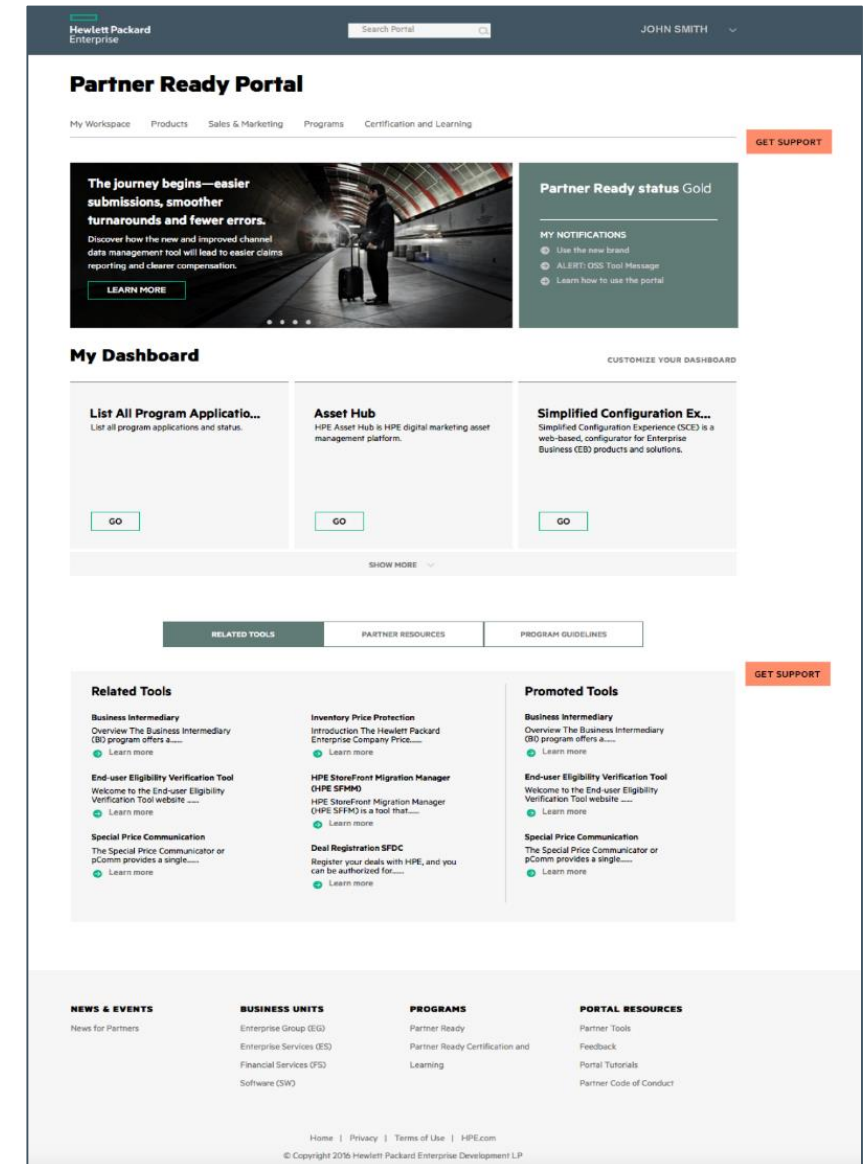
At a glance…the key features of your Partner Portal

1. Shortcut to the home page
Wherever you are on the Partner Ready Portal, just click on the HPE logo to return to your home page.

2. Mega-navigation menu
The task-based navigation delivers easy access to the content you need grouped under 5 main headings. Breadcrumbs above the navigation help identify where you are in the portal.

3. Customizable dashboards
Customize your dashboard for one-click access to the tools you use most. Click **Show More** to access all the business tools aligned to your partner type and partner status*. Add, remove and arrange tools on the dashboard for the way you work.

4. Tools, Resources and Guidelines
Shortcuts to promoted Tools, Resources and Guidelines related to your profile and preferences.

* Please contact your organization's Partner Portal Admin (see point 5) for more information about your eligibility.
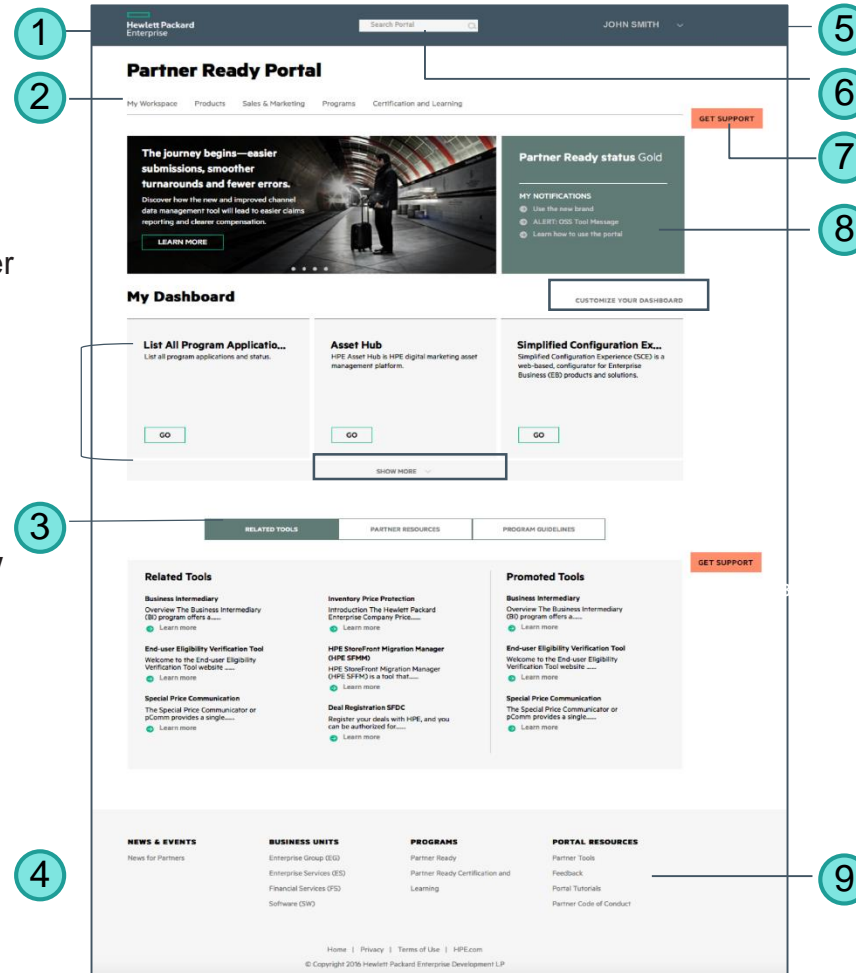
5. Your account details and sign-out
Click on the drop-down arrow to sign out or to access your profile preferences. In preferences you can amend contact details, settings, reset your password or find your organization's local Partner Portal Admin (PPA).

6. Search bar
For quick, portal-wide search, use the search bar.

7. Contact HPE's Partner Support
Click the **Get Support** icon on the right-hand side of each page, including the login screen, to view a range of local support options and submit a support ticket.

8. Partner status and notification center
See alerts and notifications based on your profile and preferences.

9. Footer navigation
Shortcuts to News, Business Units, programs and Portal Resources. Click on Portal Tutorials for demo videos on how to use the Partner Ready Portal, visit Partner Tools to see a complete list of HPE business tools available to our partners.

Thank you