



Long Business Systems, Inc. (LBSi)

LBSi is a technology services firm that understands technology is a tool that enables you to grow profitably, outpace the competition and provide better service to your customers.

Cleveland – Columbus – Cincinnati - Pittsburgh

THE BEST-RUN BUSINESSES RUN SAP



LBSi Whistle Stop Tour

Topic: Using the SAP Customer Portal

Presented by: Vicki Smith

An overview of information available on the SAP customer portal

Training Topics:

1. Set-up your user profile to speed navigation
2. Find and locate educational documents
3. View customer messages, questions, and answers
4. Hear about new releases

Using the SAP Customer Portal

Go To: <https://websmp207.sap-ag.de/smb/sbocustomer>

Enter your login and password

Maintain your portal profile:

- 1) Enter your Personal Data
- 2) Change your Password
- 3) *Maintain my Single Sign-On Certificate*
 - Apply for an SAP Passport to speed navigation thru portal
- 4) Maintain Notifications and Newsletters
 - Sign up for newsletters to hear about new releases

Discussion Forum

Post questions, research topics, get feedback on particular topics

- Enter keywords into the *Search Forum* box
- Post your own questions on the forum
- Review search results for suggestions and answers
- Follow the threads for the topic
- Offer replies, mark your questions answered, award points

Summary

Thank you for taking time to participate in the SAP Business One User Group meeting.

Please take a few minutes to give us feedback of the meeting and any suggestions for going forward.

We are always looking for new clients to work with. And we'd like to find more like you - companies that are engaged, smart, and focused on their future.

Can you help us out?

Tour Wrap Up

Questions & Answers

Schedule for next Stops:

Tues., July 13, 2010 – Special Meeting on Social Media

Tues., Aug. 10, 2010 – Dunning Statement Process