

Training Guide – iSupplier

Supplier Receives Registration Outcome



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Supplier Receives Registration Outcome

Scope

This procedure explains how supplier receive login id and logon first time to change initial password.

- **Receive email notification of Supplier Registration Approval**
- **Receive email notification of Supplier Registration Rejection**
- **Receive email notification of Supplier User Login ID Creation**
- **Logon to system and change password**

Prior Activity

- Supplier Admin Response to Supplier Registrations or
- Supplier Admin Create Supplier User Login ID

1. Email notification of Registration Approval

1.1 Click on the URL in email notification.

To **WAI WAI LEE**
Sent **03-JUL-2013 14:12:29**
ID **21208**

You have been registered at RHB Banking Group for access to iSupplier Portal. You can [log on](#) with the username WWL@XYZGROUP.COM and the password Dr0#36.

1.1

When you first log on, you will be required to change your password for security purposes. If you have any further questions or require additional information you may contact our **Group Procurement Helpdesk** at rhbprocurement@rhbgroup.com or (03) 9280-2211.

Thank you.

ooi.jen.mei@rhbgroup.com

On behalf of Vendor Management Team, Group Procurement Division

1.2 Proceed to the Step number 4, login to the system and change Password.

2. Email notification of Registration Rejection

2.1 Supplier receives email notification

RHB Bank Supplier Collaboration Network: Registration Rejection

To MR.CRIRU JO
Sent 17-May-2013 15:41:24
ID 20862

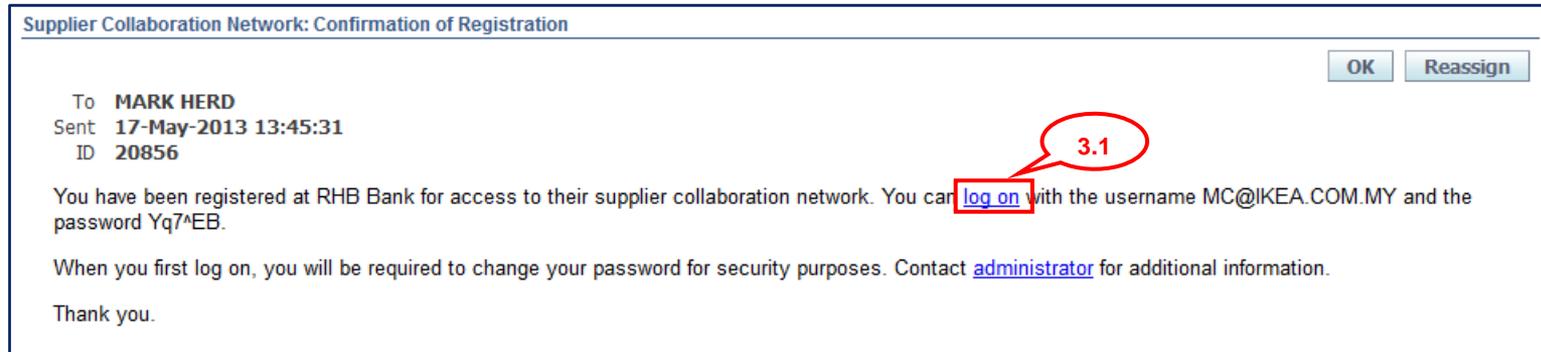
Your request to register with RHB Bank for participation in their supplier collaboration network has been declined.

Thank you for your interest.

OK Reassign Request Information

3. Email notification of Supplier User Login ID Creation

3.1 Click on the URL in email notification.



3.2 Proceed to the Step number 4, login to the system and change Password.

4. Login to RHB Homepage

4.1 Login to RHB iSupplier Portal

- Enter User Name i.e. supplier email address
- Enter Password
- Click Login



RHB 

User Name TSC@ORACLE.COM
(example: michael.james.smith)

Password ●●●●●●●●
(example: 4u99v23)

[Login Assistance](#)

Accessibility: None

Select a Language:
English

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5. Change initial password

5.1 Enter Current Password

5.2 Enter New Password

5.3 Re-enter New Password

5.4 Click Submit button

5.5 RHB Application Home Page

The screenshot illustrates the password change process in the RHB application. The 'Change Password' section contains three input fields: '* Current Password', '* New Password', and '* Re-enter New Password', each with a red callout bubble labeled 5.1, 5.2, and 5.3 respectively. Below these fields is a 'Submit' button (5.4) and a 'Cancel' button. A note below the fields states '* Indicates required field'. A red callout bubble labeled 5.5 points to the 'Oracle Applications Home Page' below. The home page features a 'Navigator' section with links for 'iSupplier Portal Full Access' and 'Sourcing Supplier', and a 'Favorites' section with a 'Personalize' button. A 'Please select a responsibility.' message is also visible.

Thank you