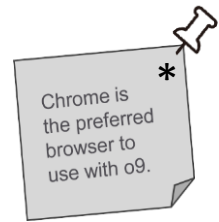


# CIRCLE

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**Quick guide for first log in**



\* Using other browsers could cause some issue with the functionalities

Click on "PROCEED" and follow the instruction below:

Microsoft Windows will ask to add another account.

You will be required to insert a specific email created with your Supplier Portal userID and the following extension **@supplier.ivecogroup.com**. (if this extension fails, use **@fgextranet.ivecogroup.com** to connect)

For example:

If your userID is **XA99999B**, the final email to type is: [XA99999B@supplier.ivecogroup.com](mailto:XA99999B@supplier.ivecogroup.com) (or [XA99999B@fgextranet.ivecogroup.com](mailto:XA99999B@fgextranet.ivecogroup.com).)

Then, click on "NEXT".

A screenshot of the Microsoft sign-in page. At the top is the Microsoft logo. Below it is the text "Sign in". There is a text input field with the placeholder text "Email, phone, or Skype". Below the input field is a link that says "Can't access your account?". At the bottom of the main content area are two buttons: "Back" and "Next". At the very bottom, there is a link with a key icon and the text "Sign-in options".

Now, enter your userID (for example **XA99999B**) and your password to access to the Supplier Portal. Then, click on "LOGIN".

A screenshot of the "LOGIN DEALER WELCOME PORTAL" login screen. At the top is a black header with the text "LOGIN DEALER WELCOME PORTAL" in white. Below the header is a paragraph of text: "A single point of access to the world of Iveco Partners. This gives quick access to tool and applications useful Iveco partners daily work". Below this text is the heading "Insert your credentials". There are two input fields: "Username" and "Password". The "Password" field has a small eye icon to its right. Below the input fields is a large black button with the text "LOGIN" in white. At the bottom of the form is a link that says "Forgot password?".

Now, enter your usual email address for the OTP code recovery.

Then, click on “CONFIRM”.

LOGIN DEALER WELCOME PORTAL

A single point of access to the world of Iveco Partners  
This gives quick access to tool and applications useful Iveco partners  
daily work

Enter your email

email

CONFIRM

[Forgot password?](#)

[Need Support?](#)

Now, enter the OTP code received by email.

Then, click on “NEXT”.

LOGIN DEALER WELCOME PORTAL

A single point of access to the world of Iveco Partners  
This gives quick access to tool and applications useful Iveco partners  
daily work

You have been sent an e-mail with a random code, enter it  
below.

Email Code

NEXT

[Forgot password?](#)

[Need Support?](#)

Now, ignore the QR code and click directly on “LOGIN”

LOGIN DEALER WELCOME PORTAL

A single point of access to the world of Iveco Partners  
This gives quick access to tool and applications useful Iveco partners  
daily work

Scan the qrcode with the otp app on your device



or copy the secret below

Q4UQ

Authenticator Code

REGISTER

If you don't have the OTP device

LOGIN

[Forgot password?](#)

[Need Support?](#)

Congratulations!

Now you're redirected and logged in CIRCLE – Supplier Collaboration tool.