

Adobe Partner Connection Onboarding Step by Step Guide

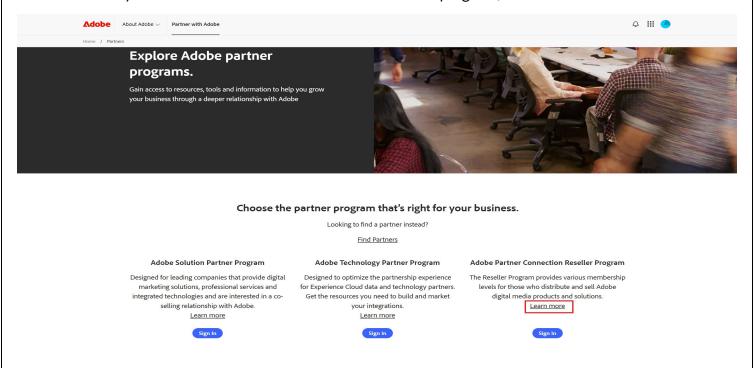
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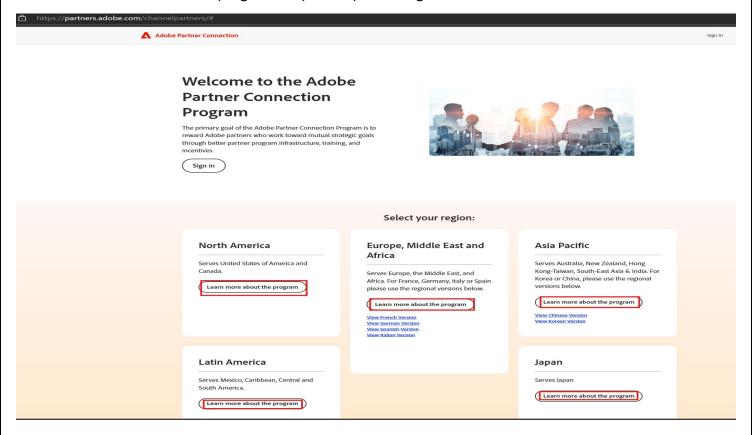
ENROLLMENT

Please access the Adobe Partner Program page: https://www.adobe.com/partners.html

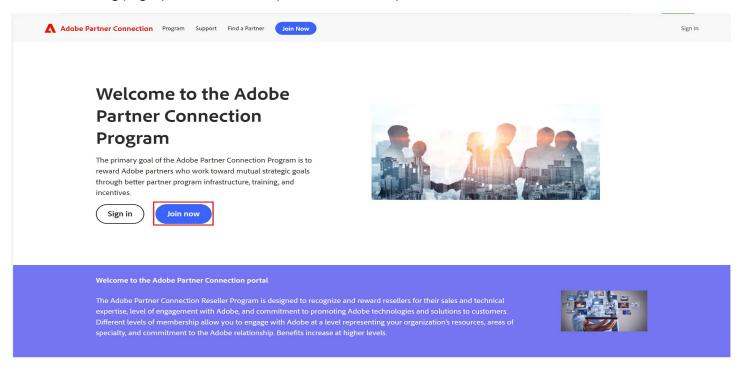
Scroll down and you will find 'Adobe Partner Connection Reseller program', click on 'Learn more'



Click on 'Learn more about the program' for your respective region

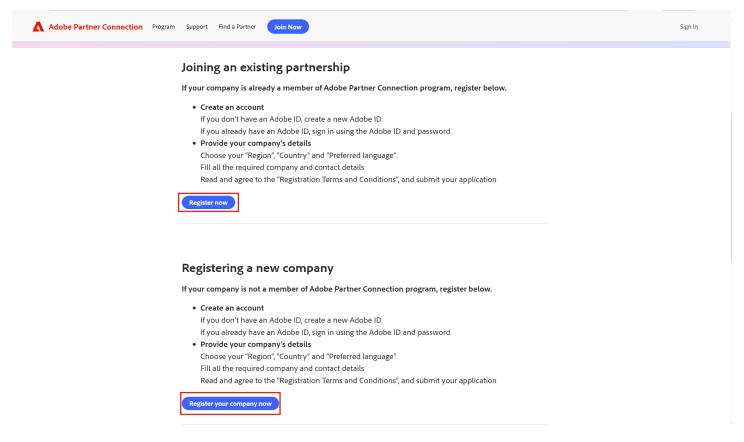


On the following page, you will find the option – 'Join now', please click on it.

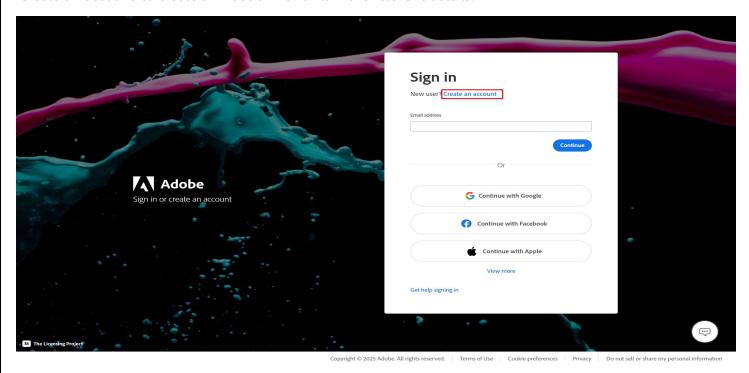


On the following page, scroll down and select the option 'Register now' if your company is already a member of Adobe Partner Connection program and follow the steps on page for an already existing partner account.

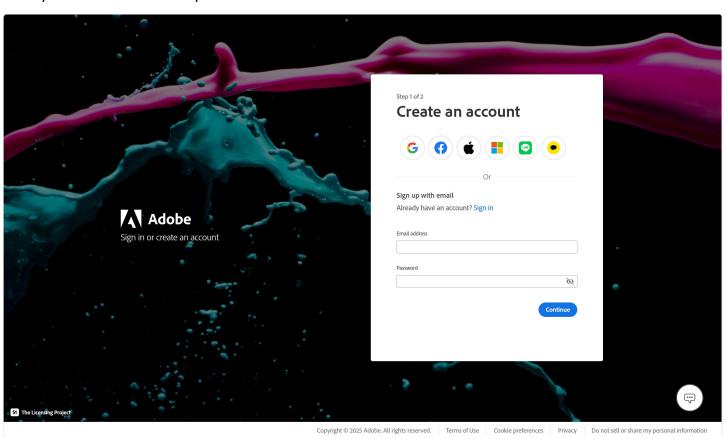
If you want to enroll your company for the first time and your company is not a member of Adobe Partner Connection program, select the option 'Register your company now'



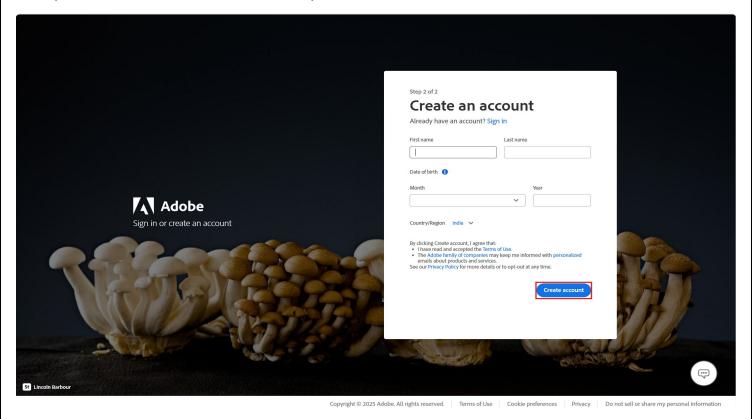
It will take you to a new page, where you will find an option to Create an account or initiate the enrollment process. If you already have an Adobe ID (email registered with Adobe), enter the adobe id and click on 'Contnue'. If you are trying to enroll as an Adobe Partner and you do not have an ADOBE ID, please click on 'Create an account' to create an Adobe ID and fill in the relevant details.



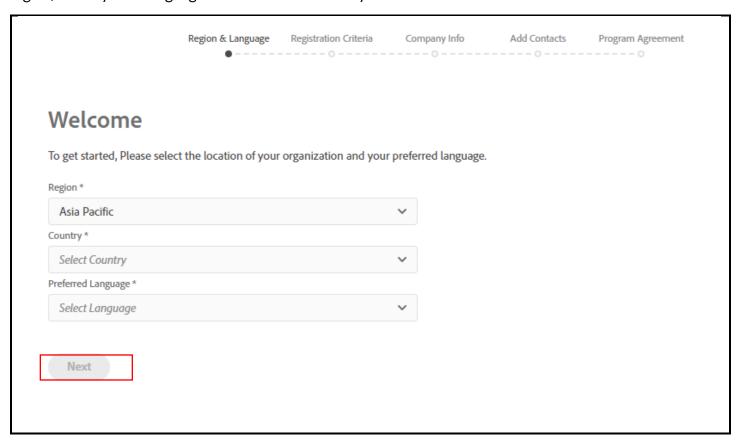
Enter your email address and password and click on Continue



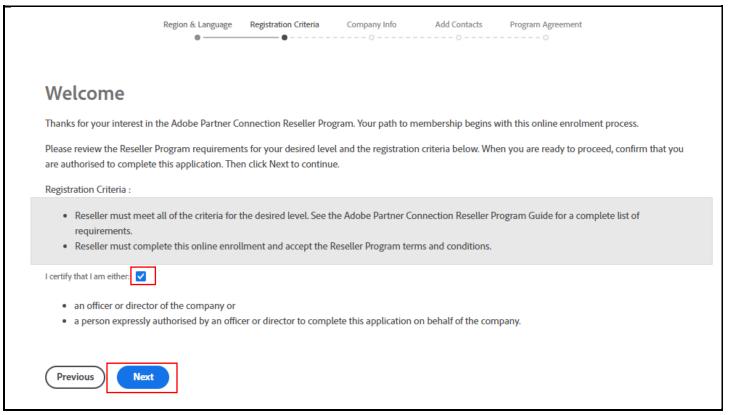
Enter your First name, Last name, month and year of birth and click on 'Create account'



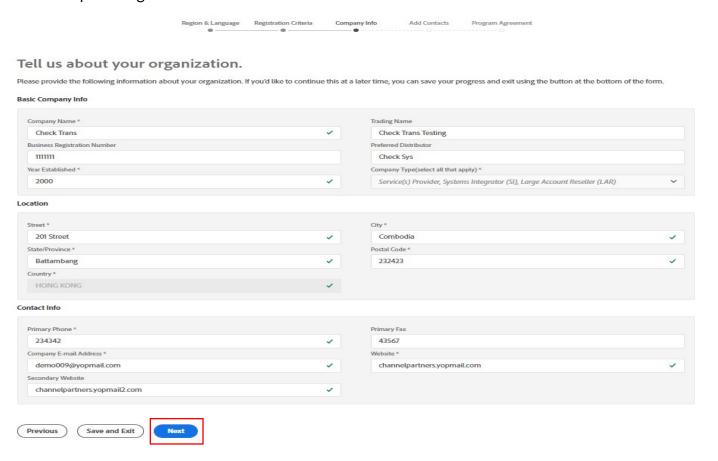
You will receive a code on your email address, feed the code, on the following page you will need to select your region, Country and Language details. Fill the necessary details and click on Next.



You must click on the checkbox in the below screen and click on Next.

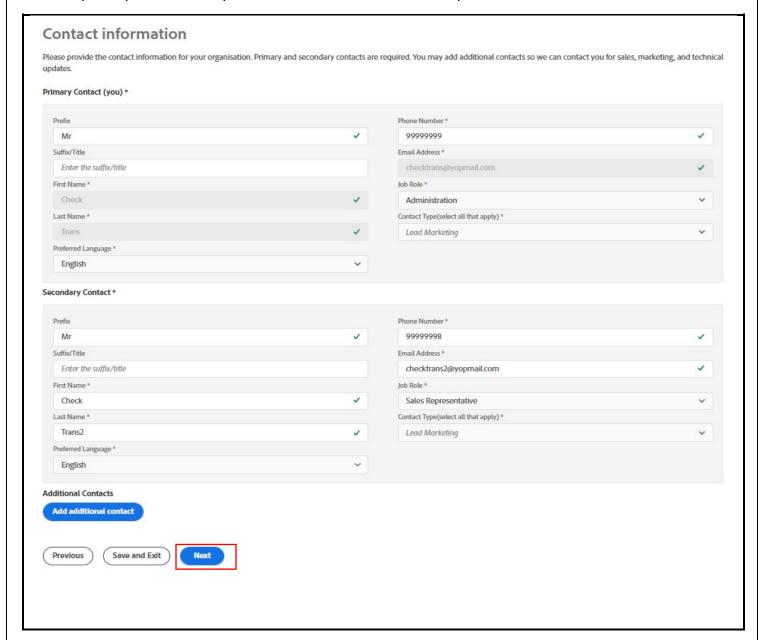


Fill in the required Organization details and click on Next.

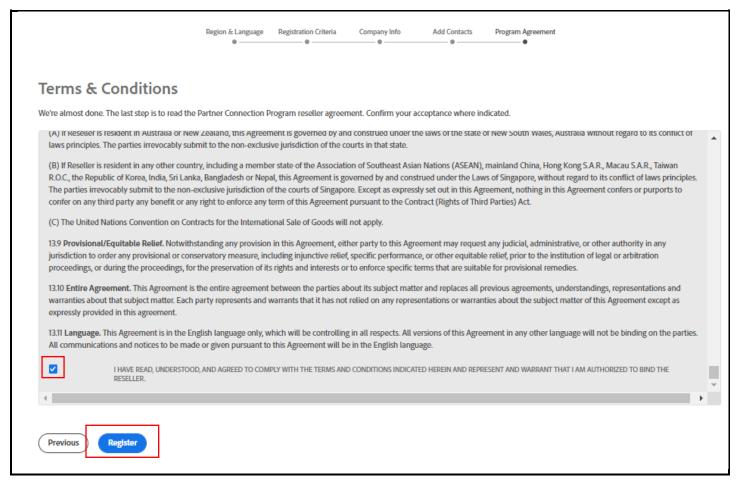


The next page will ask you to fill your Primary and secondary contact details. You should provide contact email ids with official domain. If you do not have official domain, we can only consider Gmail id. No other email domain/host is entertained.

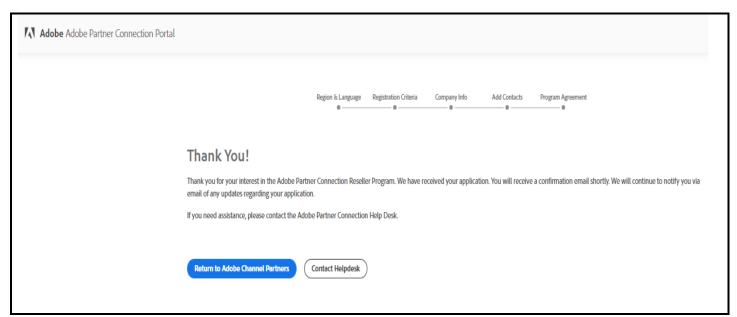
After the primary and secondary contact details have been entered, please click on Next



The following page will take you to Registration Terms and Conditions, read them carefully scroll down, click the check box that you agree to terms and then click on Register.



Once you click on submit, you will get the below screen as the confirmation that we have received your enrollment request.

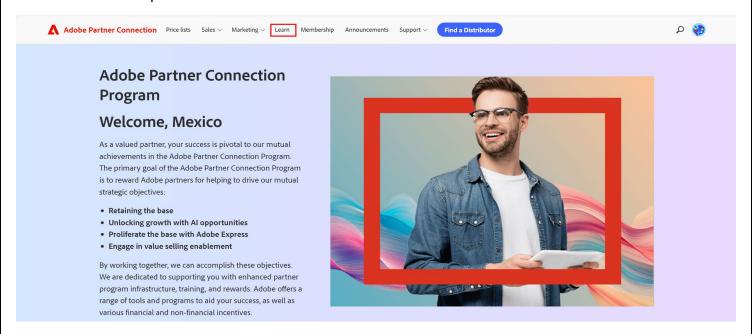


You will receive an email confirmation on the email address that you have used as your Primary Contact with the Membership ID and Welcome Kit.

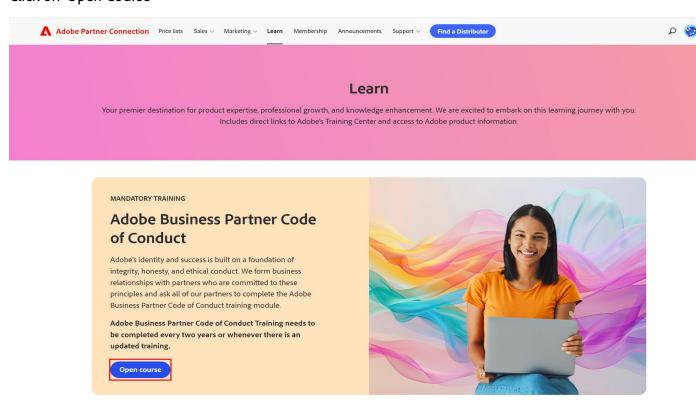
Code of Conduct Training

Please access the Adobe Partner Connection Program page https://partners.adobe.com/channelpartners/ and sign in with your adobe id and password.

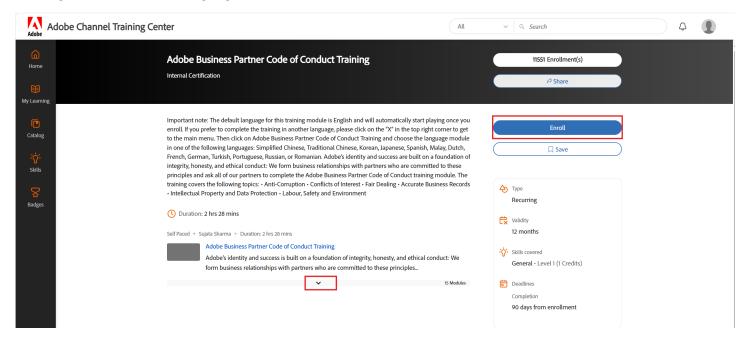
Click on 'Learn' on top of the screen



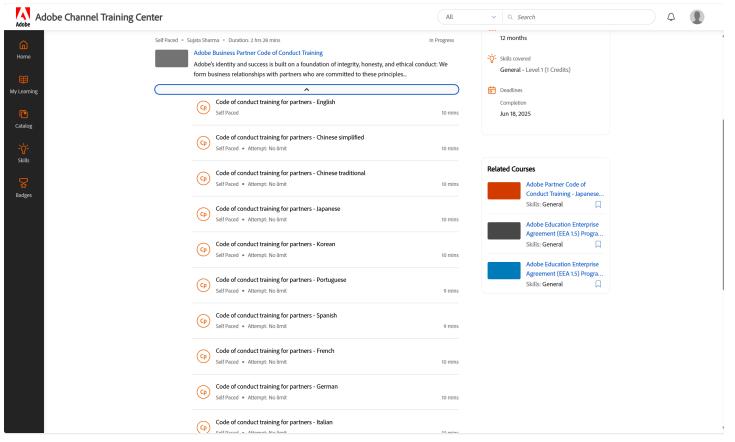
Click on 'Open Course'



It will take you to **Adobe Business Partner Code of Conduct Training** page on Adobe Channel Training Center. Click on Enroll to start the training in English. For non-English speaker, click on the drop down and select the training in your preferred language,



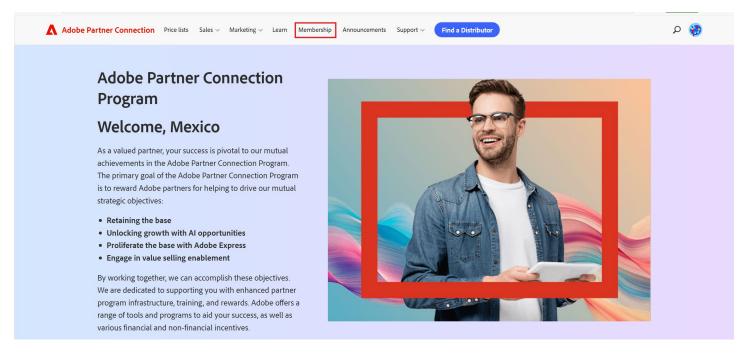
You can select the course as per your language preference. Click on the desired course or scroll down for more language options.



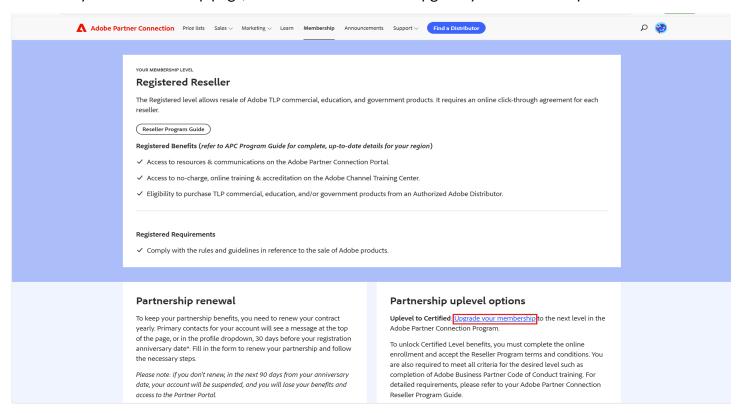
Course will be launched. Complete the course as instructed.			
Once the course is completed, it will show as COMPLETED in your profile and you will also receive a confirmation email			
	12		
	12		

UPLEVEL

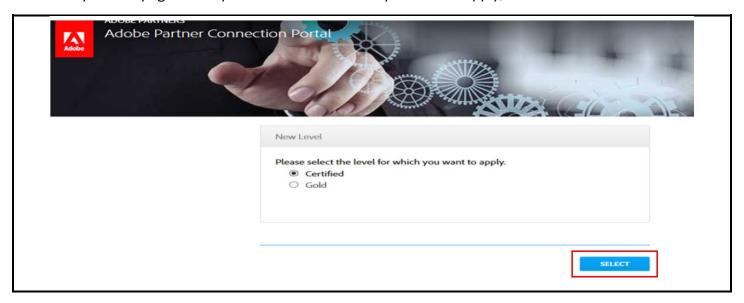
Please sign in to the Adobe Partner portal using the following URL: https://partners.adobe.com/channelpartners/. You will find the 'Membership' option on top. Click on 'Membership'



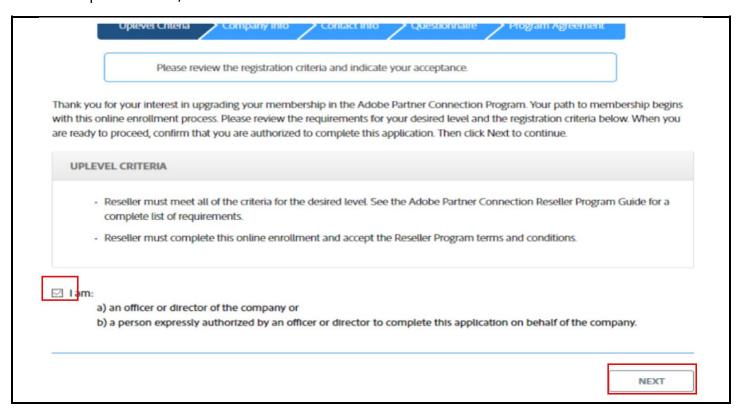
It will take you to Membership page, scroll down and click on 'Upgrade your membership'



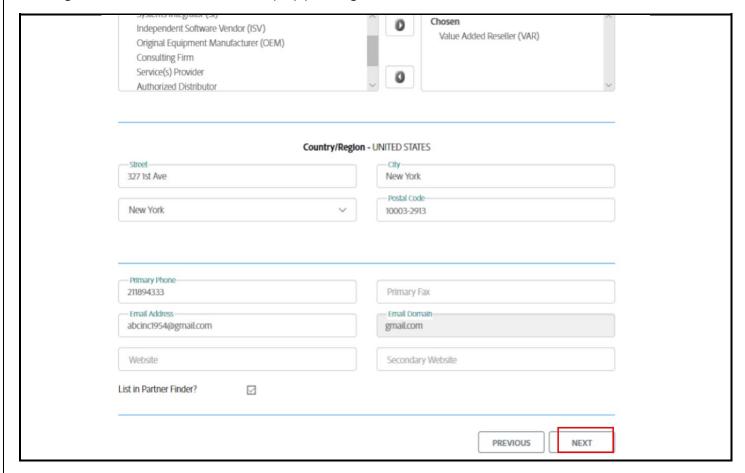
It will take you next page where you must select the level you want to apply, click on Certified and click Select.



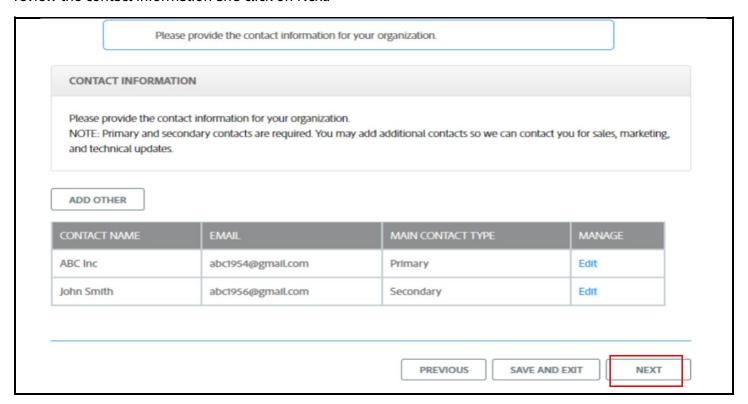
Under the Uplevel Criteria, select the checkbox and click Next



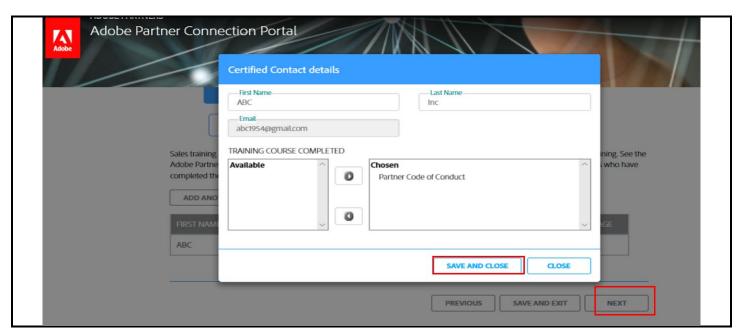
The Registration Profile window will display your registered account information, click on next



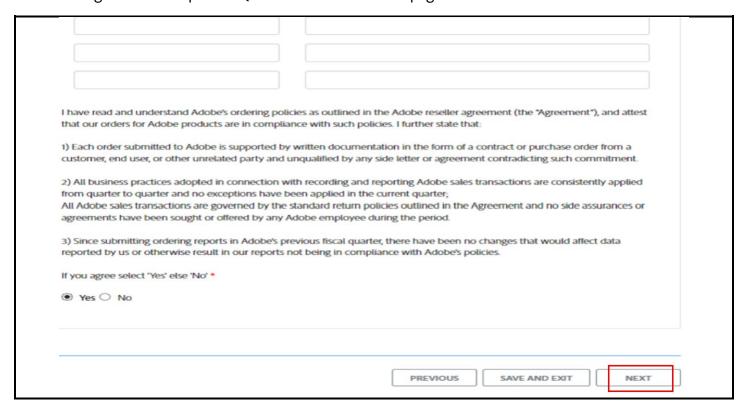
The Registration Contacts Page will ask you to review the Primary and Secondary contact information. You can review the contact information and click on Next.



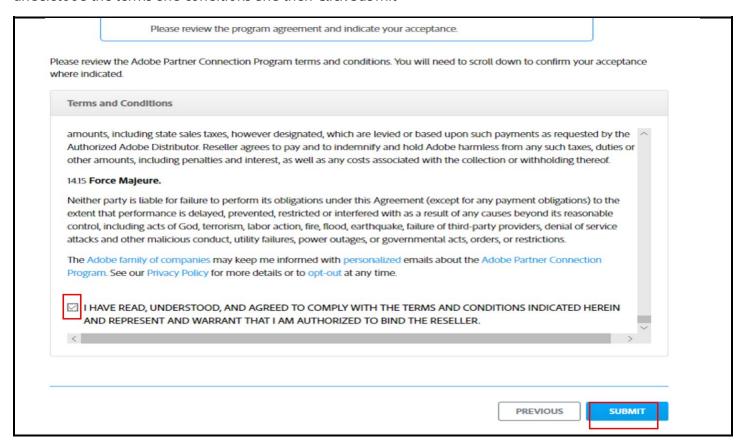
The next page will ask you to fill the name and email address of the contact who has completed the Mandatory Partner Code of Conduct Training, you can fill your details as well if you have completed the same, Click on Save and Close and then Click on Next.



Fill in the Registration Compliance Questionnaire on the next page and Click Next



Read the Registration Terms and Conditions carefully and select the checkbox which shows you have read and understood the terms and conditions and then Click Submit



You will receive the below acknowledgement that you have submitted the uplevel application successfully.

Thank you for your interest in upgrading to a new level in the Adobe Partner Connection Program. We have received your application for the new level. You will receive a confirmation email shortly. We will continue to notify you via email of any updates regarding your

(US and Canada only) If you are applying to upgrade to the Gold level of the Reseller Program, and you currently hold a specialization, you must provide the contact name of an additional Adobe Certified Sales Professional for your specialization. Please update your Sales Center contacts to identify this additional Adobe Certified Sales Professional.

If you need assistance, please contact the Adobe Partner Connection Help Desk.

Adobe Partner Connection Help Desk contact details:

Email: naresellers@adobe.com

Telephone : 408-916-9527 or 800-685-3510

Latin America:

Email: latamresellers@adobe.com

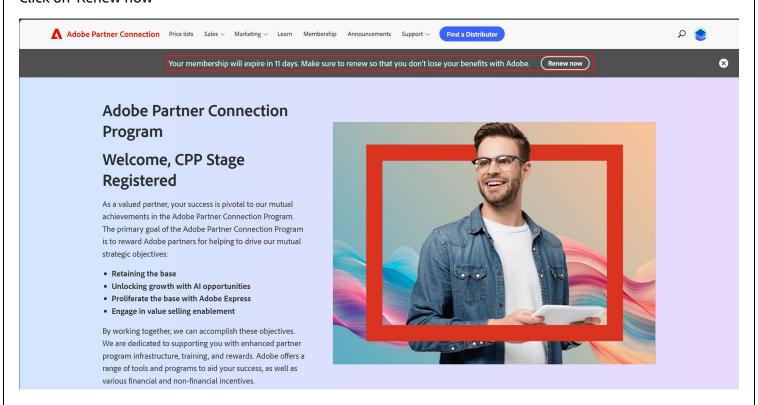
Telephone : 1 408 916 9610

RENEWAL

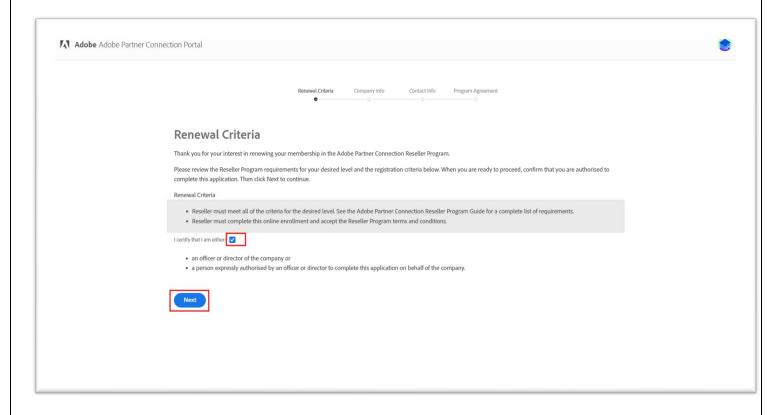
Please sign in to the Adobe Partner portal using the following URL: https://partners.adobe.com/channelpartners/.

You will find the 'Renew now' option on top banner when anniversary date is within next 30 days. Renew now option appears until Renewal application is submitted (else Account is deactivated after 90 days of anniversary date, if Renewal request is not submitted and approved).

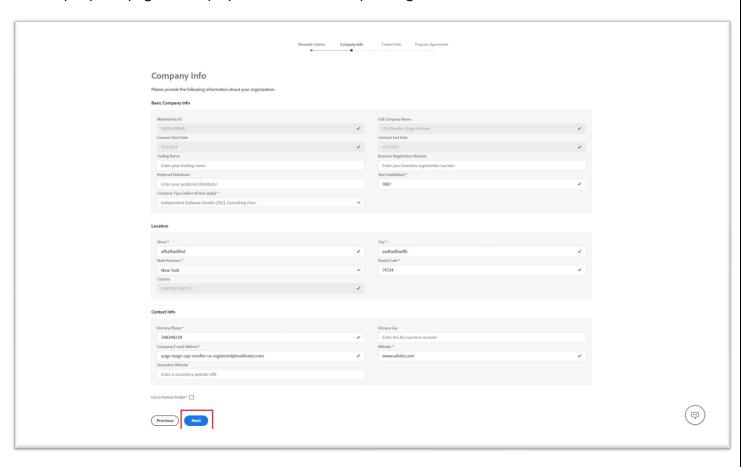
Click on 'Renew now'



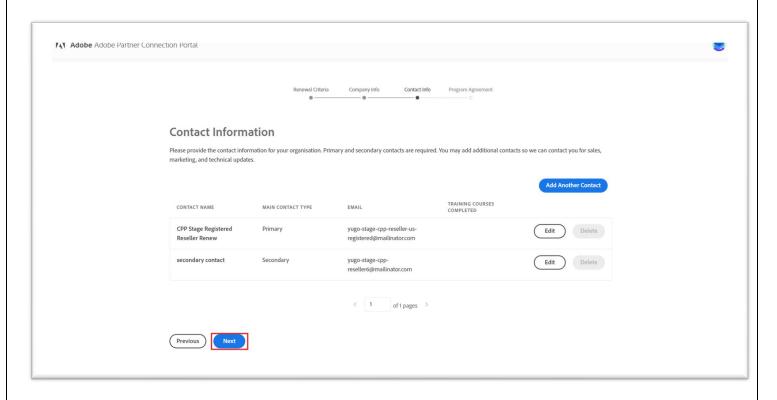
Under the Renewal Criteria, select the checkbox and click Next



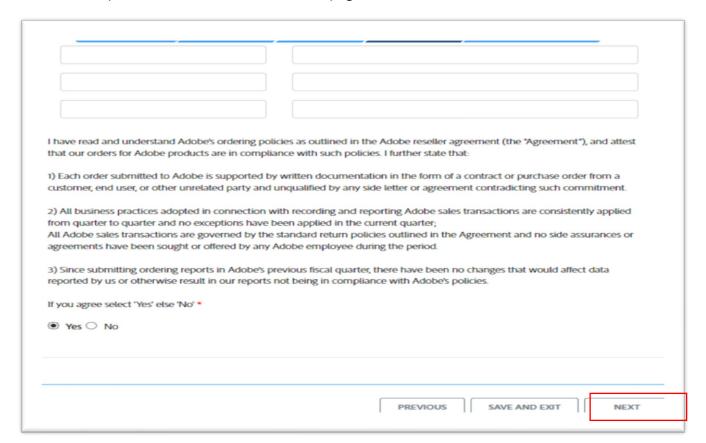
The Company info page will display information about your organization, click on next



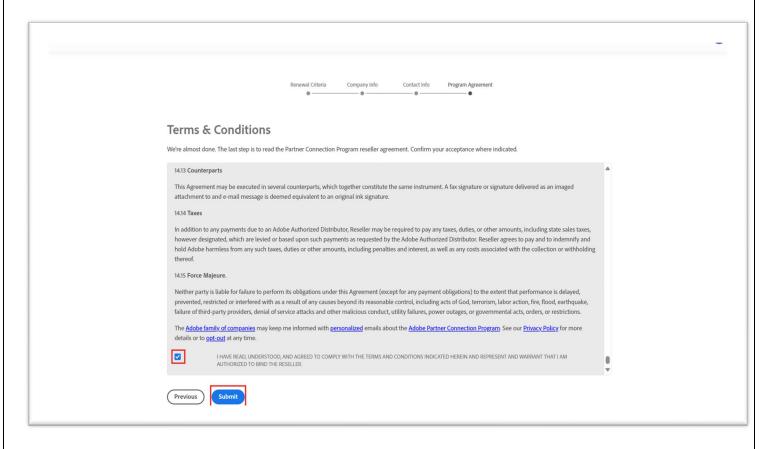
The Contact Information Page provide the contact information for your organisation. It will ask you to review the Primary and Secondary contact information. You can review the contact information and click on Next.



Fill in the Compliance Questionnaire on the next page and Click Next



Read the Registration Terms and Conditions carefully and select the checkbox which shows you have read and understood the terms and conditions and then Click Submit



You will receive the acknowledgement that you have submitted the renewall application successfully.

