Honeywell Safety and Productivity Solutions Sales/AD

Frequently Asked Questions

What is the purpose of the Honeywell Safety and Productivity Solutions Sales/AD Portal?
Our dynamic web portal – created with you in mind – delivers a breadth of gathered knowledge and resources including the latest news, new product information, forms and policies, marketing and sales resources, product tools, and more. As a technology leader in sensing and switching solutions, we strive to deliver sales tools and resources in a number of formats – all available 24/7 when it's most convenient for you.

How do I register for access to the Honeywell Safety and Productivity Solutions Sales/AD Portal?
In order to obtain access to the Portal, users must first register for an account. This can be done by completing the following steps.

> Step 1: Go to the Portal's homepage: https://www.honeywellscportal.com.
> Step 2: Click on "Register".
> Step 3: Complete the registration form. Please input as much information as possible.
> Step 4: Click "Submit".
> Step 5: Once your registration is approved, an email will be sent to the email address you used during registration for further instructions on how to log in and use the Portal.

How long does the registration approval process take?
The registration approval process is not an instant process. Due to security reasons and user-group functionality, the registration approval process takes roughly 24-48 hours.

How do I log into the Portal?
Once registration has been approved, users can log into the Portal by completing the following steps.

> Step 1: Go to the Portal's homepage: https://www.honeywellscportal.com.
> Step 2: Log into the Portal by inputting your approved username and password.
> Step 3: Click "Login".

Note: Login information is confidential. Every individual from a company or team needs to register separately.

What if I lose my username or password?
> Step 1: If you have misplaced your username or password, it may be retrieved by clicking on "Forgot Password" on the Portal login page: https://www.honeywellscportal.com.
> Step 2: Once there, enter your registered email address and click "Submit".
> Step 3: An email will be sent to your email address providing you with further instructions on password resetting.

Note: If there are other issues with logging in, click on "Questions" and submit an email to Honeywell's registration team.

Why do we have individual logins?
By creating individual user accounts, Honeywell is able to maintain a greater level of security and performance. Honeywell also practices this policy to be in strict agreement with federally established laws.

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How do I update my registered information on the Portal?
During the registration process, users will be asked to give personal information. Anytime users are logged into the Portal, they are able to edit and update this data under Main Menu > Profile.

What are the key areas of the Portal and what can I access from the Portal home page?
The Portal is divided into three main areas – Main Menu, Quick Links, and Resources – and allows for quick access to New Products, In the News, and eCOM. The following is a screenshot of the Portal home page illustrating accessible information:
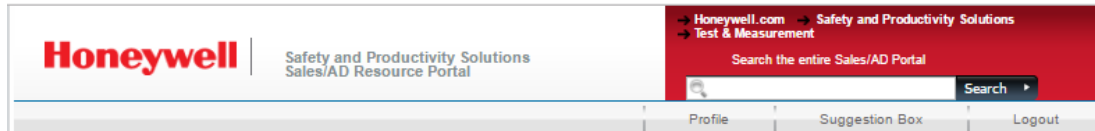
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What are the key access points from the Portal Home Page?
Below are screenshots and descriptions of the key access points from the Portal home page.

Home Page – Top Section Access Points:

Website Links	Link to these websites: Honeywell; Honeywell Sensing and Control; Honeywell Test and Measurement
Search	Enter search words to search the entire Portal
Home	Return to the Portal's home page
Profile	Update and change all user account information
Suggestion Box	Ask questions, make comments, or provide other feedback
Logout	Click on to log-out of the Portal

Home Page – Middle Section Access Points:

New Products	Access the New Product Introduction Center to download and view new product/product extension data and literature
In the News	View Honeywell SAFETY AND PRODUCTIVITY SOLUTIONS
eCOM	Link to Honeywell SAFETY AND PRODUCTIVITY SOLUTIONS

Home Page – Bottom Section Access Points:

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Main Menu:

Announcements	View recent Honeywell announcements:
	    New product/product extensions
	    Product updates/modifications
	    Price changes
	    General sales channel news/updates
	    Product obsolescence news

Calendar	Locate trade show and other event dates and information
Newsletters	Access Honeywell SAFETY AND PRODUCTIVITY SOLUTIONS newsletters
Profile	Update and change all user account information
Suggestion Box	Ask questions, make comments, or provide other feedback
Logout	Click on to log-out of the Portal

Quick Links:

eCOM Portal Information	Link to various documents and Special Pricing Request submittal form for all SAFETY AND PRODUCTIVITY SOLUTIONS products not in the current eCOM catalog
Sample Portal (Reps and HON only)	For Rep firm and internal Honeywell users only: Access the sample order site to order product samples
Literature Warehouse Registration	Request access to order Honeywell literature via the SAFETY AND PRODUCTIVITY SOLUTIONS Literature Warehouse
Literature Warehouse	Link to Literature Warehouse to order Honeywell SAFETY AND PRODUCTIVITY SOLUTIONS literature
Global Sales Locator	Link to the Honeywell SAFETY AND PRODUCTIVITY SOLUTIONS Global Sales Locator
Salesforce.com	Link to Salesforce.com
Virtual Events	View the Honeywell SAFETY AND PRODUCTIVITY SOLUTIONS product announcement call schedule
Digital University – Honeywell Learning Hub	Link to Digital University to obtain an introduction to Honeywell and access Honeywell product and sales training information

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Resources:

Product Information Toolkit	Obsolescence/transition/improvement affected product lists/customer letters Calculators/product worksheets Case studies NPI overviews by vertical Other product information/training
Marketing and Communications Toolkit	Customer presentations Brochures and literature Interactive elements Video/photo library Product toolkit Sales initiatives Sales meeting items Co-branded materials Vertical sales guides Trade shows Sales toolkit Other marketing and communications tools

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<u>F</u>requently <u>A</u>sked <u>Q</u>uestions

<u>Resources (continued):</u>

Sales Toolkit	NBO registration tools Sales focus products Sales process information Sales resources and promotions Sales successes Vertical sales guides
Order Management	View documents pertaining to order management
Product Data Download	Access the utility to download: Product data Images Datasheets
Reports	For Rep firm users only: Shows branch office activity
Forms and Policies	Download the latest forms and policies
Contacts	View global sales maps and access contact information: SAFETY AND PRODUCTIVITY SOLUTIONS product team SAFETY AND PRODUCTIVITY SOLUTIONS sales team
End Customer Presentations	General presentations Product overview presentations Vertical specific presentations
Interactive Elements	Application demos Banner ads Product data download utility SMART position sensor demo
Vertical Sales Guides	Access sales guides and literature by vertical
New Product Introductions	Access the New Product Introduction Center to download and view new product/product extension data and literature
SAFETY AND PRODUCTIVITY	Download product data in XML format
Sales Successes	Access sales success stories by vertical
TruStability Configurator	Configure TruStability® pressure sensors using this utility – available for desktops and tablets