



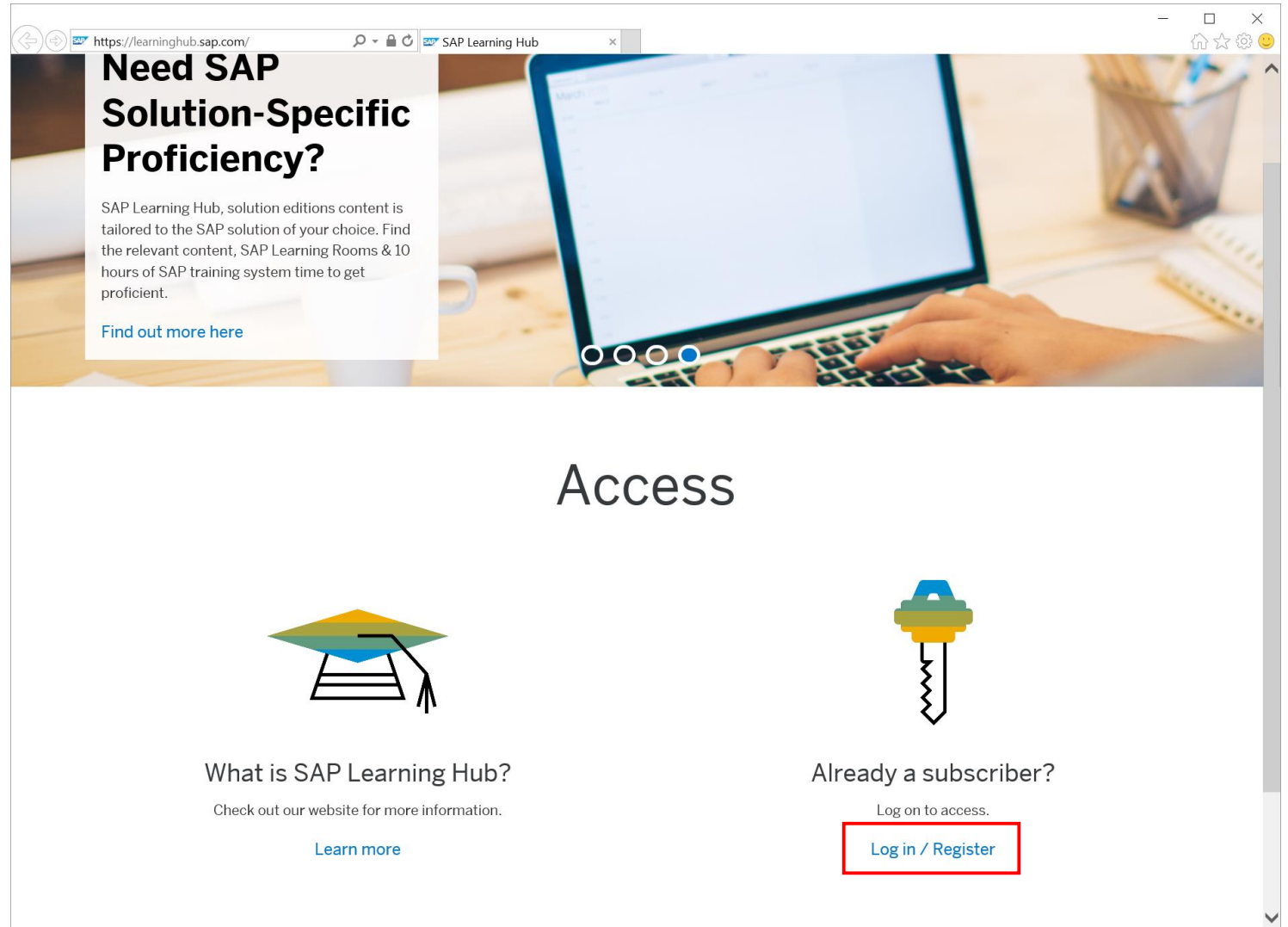
SAP Learning Hub: Registration Process

Private Edition Customer Process

Private Edition Registration Process

Initial Logon

1. Delete your browser cache
2. Go to learninghub.sap.com
3. Log in or Register:
 - **Log in:** If you have an existing P-user or S-user ID under the same email as your private edition account – click 'Log in'.
 - **Register:** If you do not have an existing P-user or S-user ID – click 'Register'.



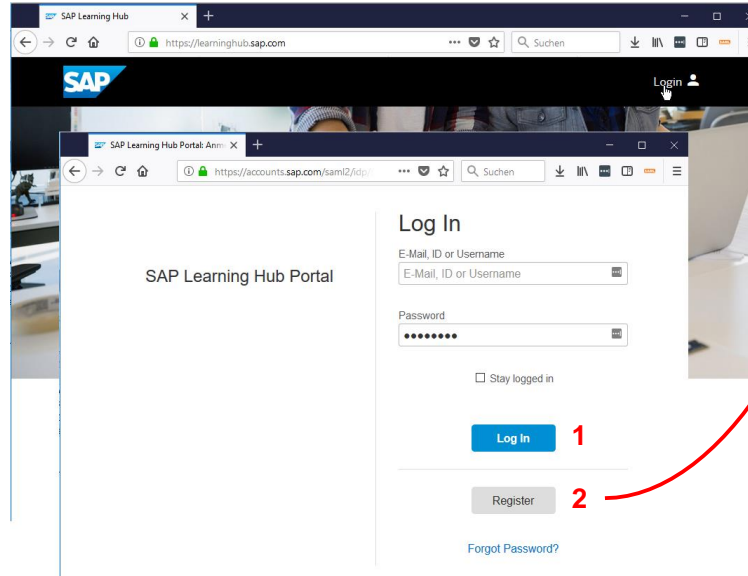
Private Edition Registration Process

Initial Logon

If you have an existing P-user or S-user account:

1. **Log in** with your email address and password for your P-user or S-user account.

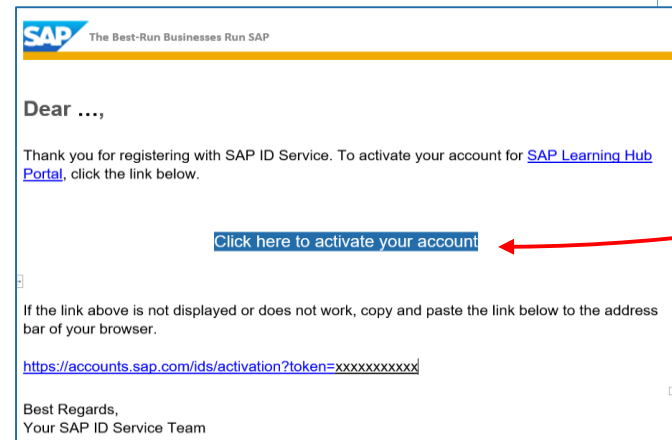
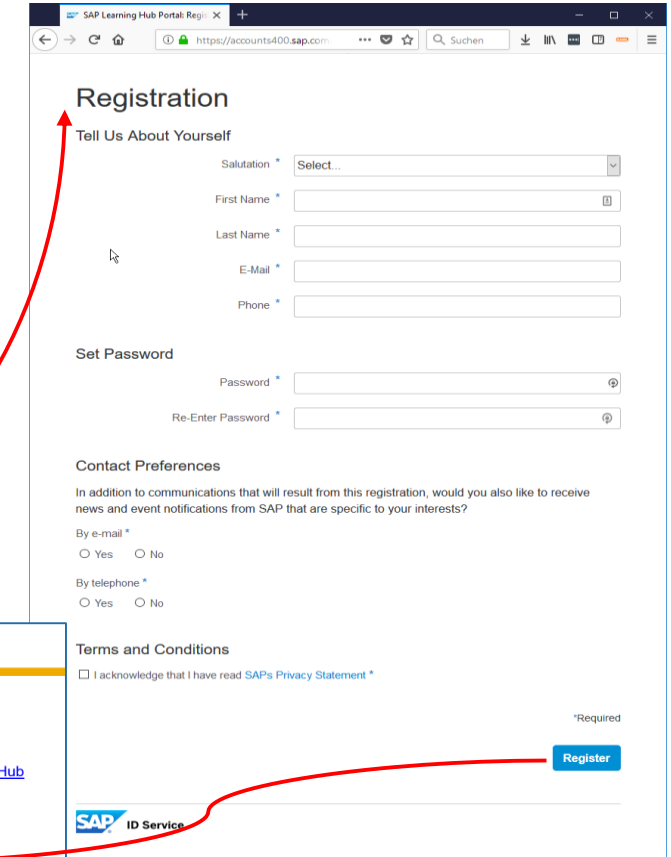
- This account's email needs to be the same email your private edition account was setup with.



If you don't have an existing P-user or S-user account:

2. **Register** and create a new P-user account if you don't have an existing P-user or S-user account.

- Use the same email that your private edition account uses.
- After registering you will receive an email confirmation with a link to activate your P-user account – click this link.
- Repeat step 1 above now to Log in.

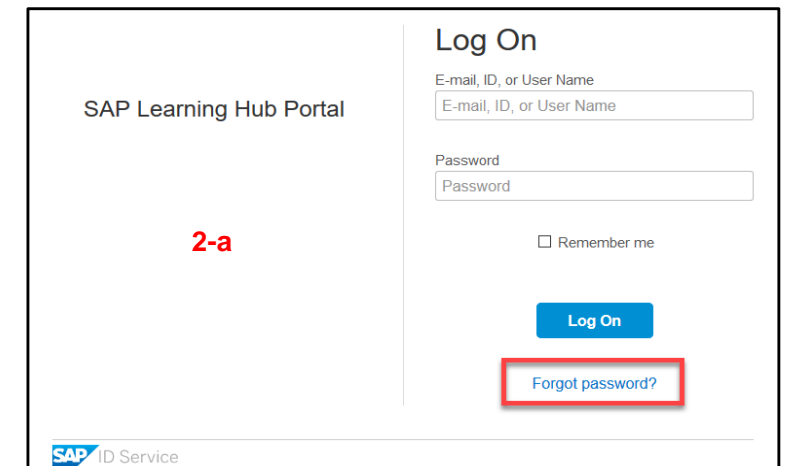
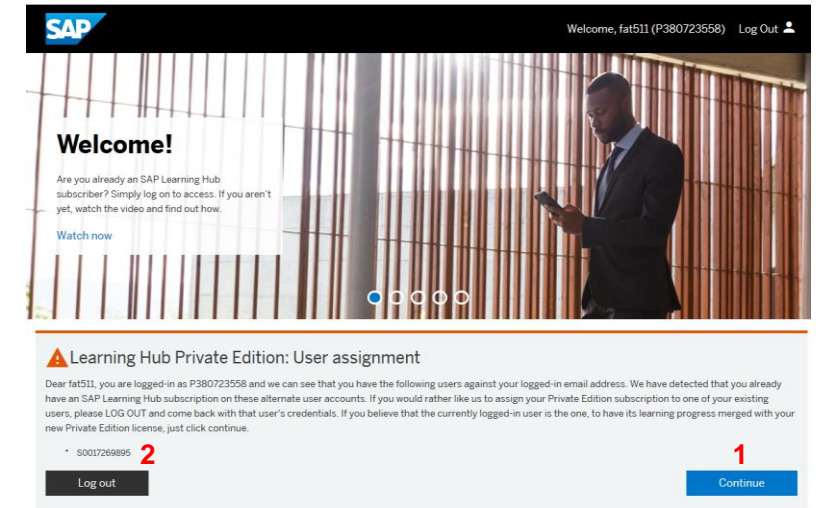


Private Edition Registration Process

Choose a user for license deployment

If you have multiple User ID's (P-users and/or S-users) with that email, an alert message will be displayed asking you:

1. Do you want to deploy the Private Edition license to this new WebUID you are logging in with, if yes, click on '*Continue*'
2. Do you want to deploy the license to another existing user account, if yes, click '*Log out*' and log on again with the ID you want to deploy the Private Edition license on.
 - a) In case you forget your password, you can use the '*Forget password*' function in the Log On page to reset the password.

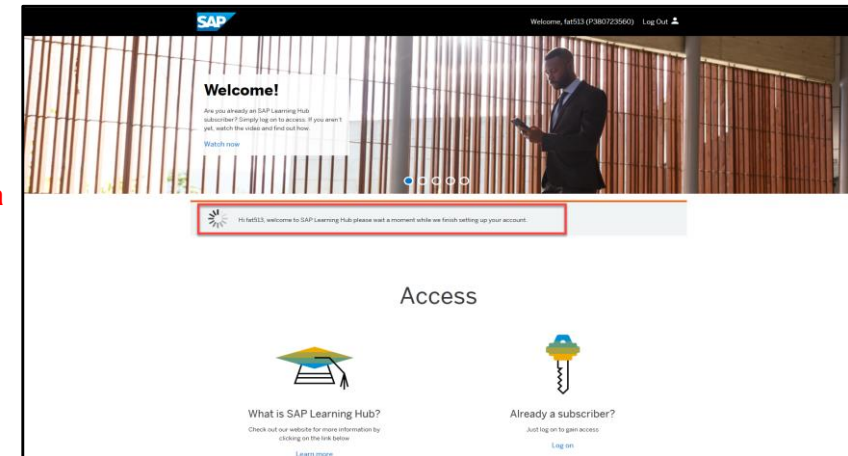


Private Edition Registration Process

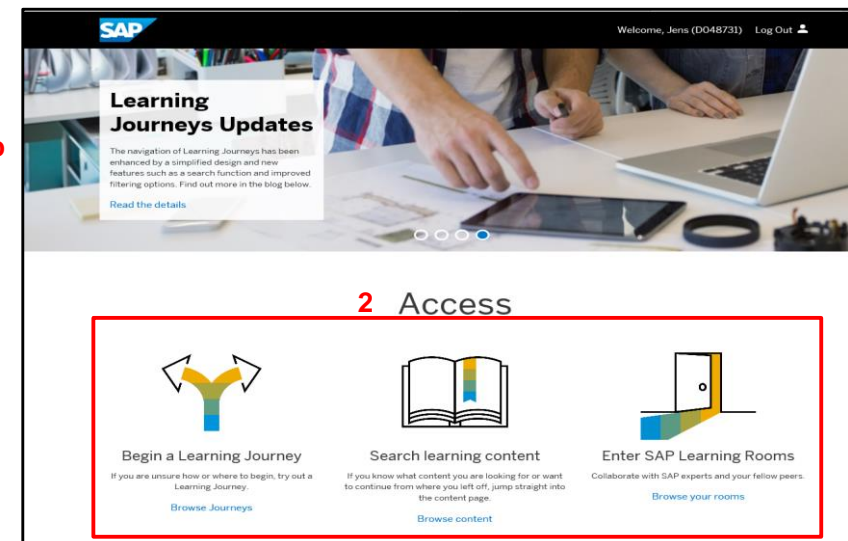
The Learning Hub Home Page

1. After logging on you will be presented with one of these options depending on the processing of your account setup:
 - a) A notification that your user account is being set up
 - b) Directly provided the Learning Hub Home page with access to Learning Hub content.
2. Once you're presented with the Learning Hub Home page with content, you are able to consume the Learning Hub offerings without a second log on.

1-a



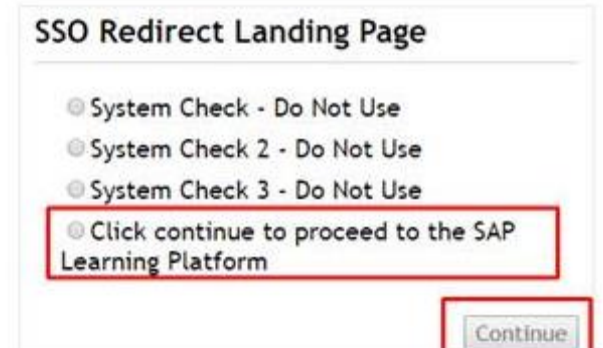
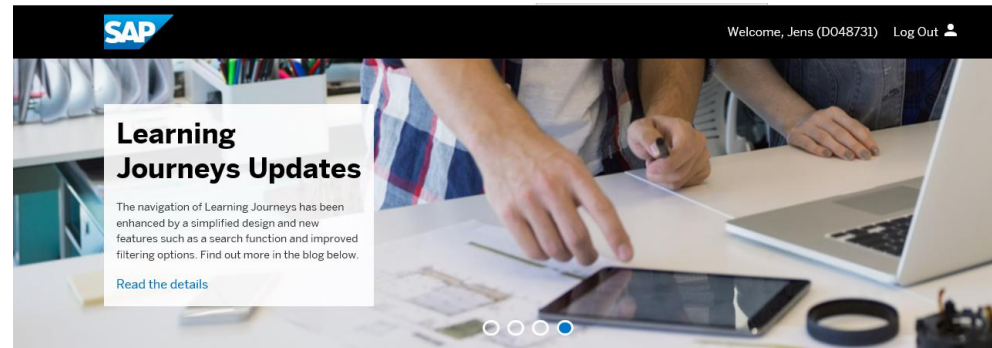
1-b



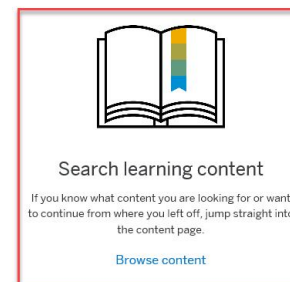
Private Edition SSO – Customer Process

Access to Learning Hub Content

1. To access the Learning Hub content, you just need to click the '*Browse content*' link
2. You may get a 'SSO Redirect Landing Page' pop-up. If you do simply choose '*Click on continue to proceed to the SAP Learning Platform*' and '*Continue*' to immediately access your learning content.



Access





Thank you