

Supplier Onboarding-Phase 1

Modine Supplier Portal Team - mgsp@na.modine.com

Jaggaer Support

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Introduction To Jaggaer



- Jaggaer is our Global web-based tool to communicate with our supplier partners.
- Suppliers will receive Requests for Quotes (RFQ's) through this tool.
- Suppliers will also be required to maintain their company data.

Supplier Invite

This is an automated generated mail, please don't answer



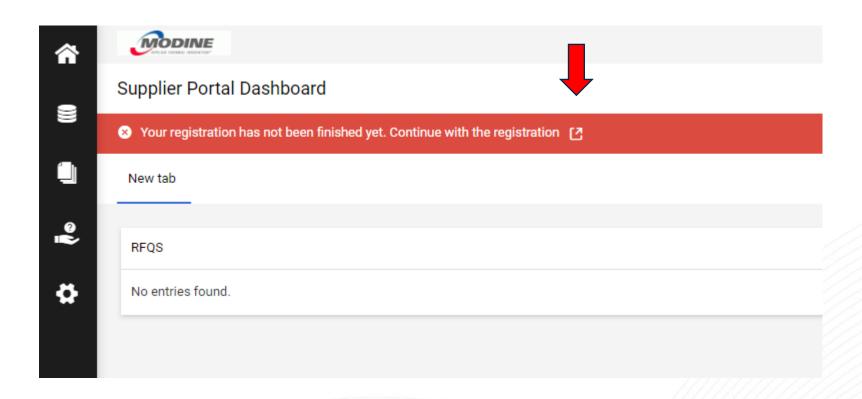
- Upon successful registration, an email invitation will be sent to you from Jaggaer. The email will include a username and temporary password.
- Please follow the link to establish your permanent password and gain access to the system.

Dear Ms/Mr Smith		
We welcome you to the Supplier Portal of Modine.		
You can log in with the following link: https://rel	Sample	pp11.jaggaer.com/portals/modine/
Username: smith.adam Password: J~7k700JWyam		
During the first login, you will be asked to change your password.		
Best regards,		
Your Modine Supplier Portal Team		
THIS IS AN AUTOMATED EMAIL- PLEASE DO NOT REPLY!		

Welcome to the Supplier Portal



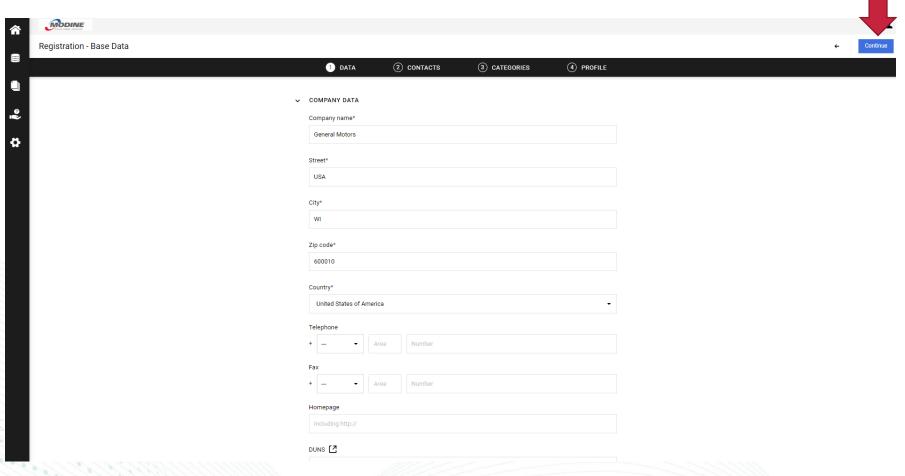
• Upon login to the system click on the link "Continue with the registration". This will take you to another page to begin.



Registration Phase 1 – Base Data



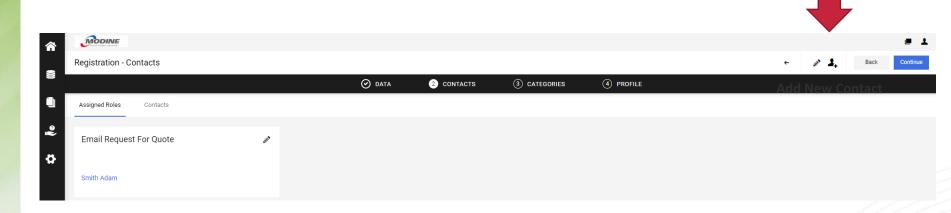
- Confirm and alter your company Data
- Once all information is verified click "Continue" button



Registration Phase 1 - Contacts



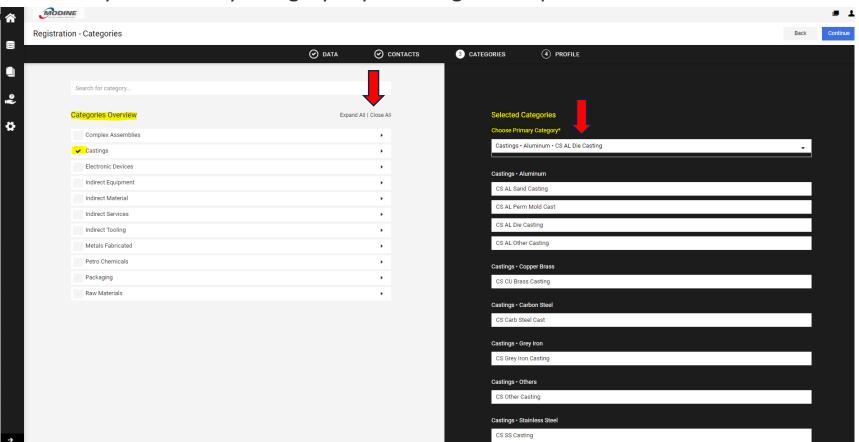
- Users can be edited/added and deleted in this area.
- By Clicking "Add New Contact" new contact can be added to the system with access.
- Click "Continue" to proceed next



Registration Phase 1 – Categories



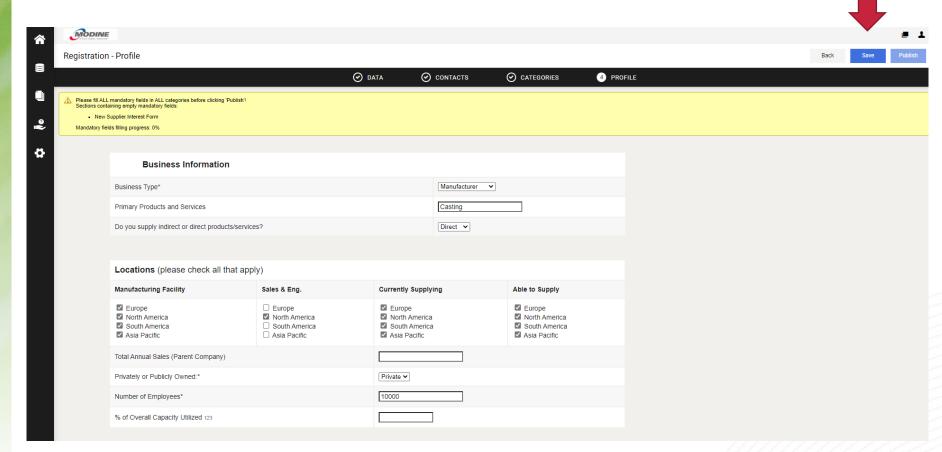
- Check the Category boxes that apply to your company. You may select the checkbox under Categories Overview section, or you can expand each section to make specific selections.
- Choose your "Primary Category" by selecting the dropdown.



Registration Phase 1 – Profile



• Complete the New supplier interest questionnaire and click Save.



Registration Phase 1 - Profile



- If all mandatory fields are populated, click on the "Publish" button
- The Interest form will be sent to the Regional Director for review. If your request is approved, you will receive an email invitation to complete the Phase 2 onboarding.

