



JB 258 – Supplier Authentication Link Help Material

Supplier Authentication Link Help Material

This help material explains how the one-time authentication link works.

 *4 minutes read*

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Overview

In order to provide our clients with the best possible security, JiBe doesn't provide a user name and password in order to access the site. Instead, every time an email is sent from our client to one of its suppliers, a one time Supplier Authentication Link is generated and added to the email.

What is a Supplier Authentication Link?

The Supplier Authentication Link allows a registered supplier to access JiBe. It's sent from JiBe to all of the supplier's registered email accounts and can only be used once before it expires. Once expired and clicked again, JiBe automatically sends a new, valid, link to the same registered email addresses.

When is an one-time link received at the supplier email account

A one-time Authentication Link is received by a supplier in each of the following situations:

1. JiBe registration
The first time a supplier is registered in our clients' JiBe site, a notification email is sent to the supplier. The email includes the one-time link and allows the supplier to enter JiBe and fill its registration form.
2. RFQ email is received
An RFQ can be sent to a supplier in excel or web form. The link will be sent only to suppliers using JiBe to quote. Once the request is sent to a supplier, a one-time link is automatically generated by the JiBe and added to the RFQ email.

3. PO is raised

Once a PO is raised, a one-time link is automatically generated by JiBe and is added to the PO email. This allows the supplier to access JiBe and approve or decline the PO.

How to use a one-time link from the supplier side

When receiveing an email from JiBe, click the link to login to your JiBe domain

Dear 3D Marine Latinoamerica



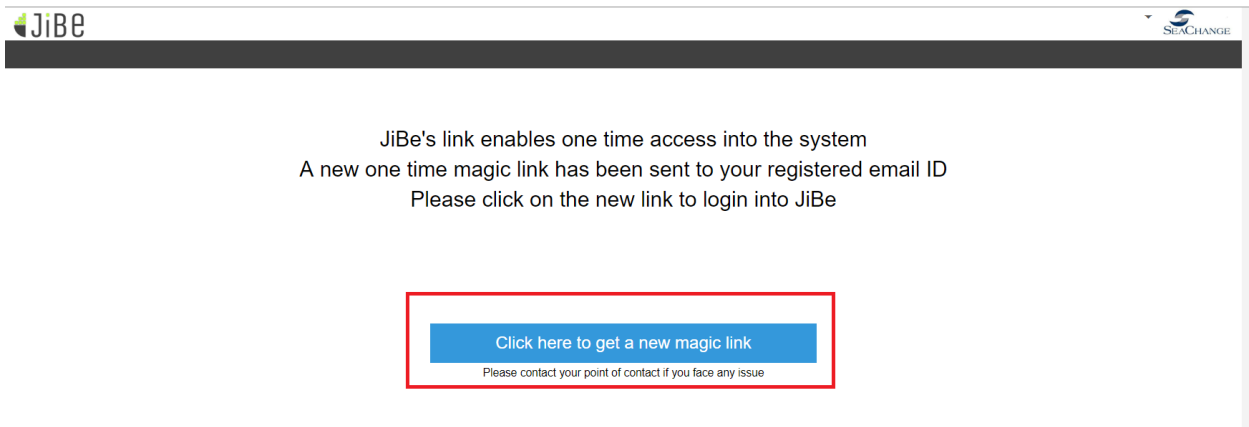
Kindly quote by clicking on the below link :

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Vessel Name - NIARA

After the link is used once, by any of the PICs who received it, it expires will not provide access to JiBe. Instead, a new link will be sent by JiBe and allow the receiver to login.

Note: Once a link expires, only email accounts registered in JiBe will receive a new one.



Once the **Click here to get a new magic link** button is clicked the page loads and a new one-time link is generated and sent automatically.

Note: Supplier JiBe Access page remains the same after clicking the button. Nothing appears to have happened but the request has been made.

Note: it's recommended to save one of the Supplier Authentication Links at your browser in order to access JiBe at any time.