

Supplier Collaboration Portal

Web4BIS: Siemens ID Authentication

User Quick Migration Guide (short)

Version 01 / 2024-12-04

Introduction

Web4BIS – Authentication via Siemens ID portal

To ensure that the high security requirements of Siemens regarding authentication can be still met, we are going to migrate all Web4BIS user accounts to the central Siemens ID portal. This means that a Web4BIS user will have to log in to the central Siemens ID portal with his/her e-mail address and a newly created password before he/she is redirected to Web4BIS.

The prerequisites for a successful authentication of a Web4BIS user via Siemens ID portal are:

- Web4BIS Support has activated the corresponding Web4BIS user account for Siemens ID authentication. The Web4BIS user will be informed of this by the Web4BIS support.
- The e-mail address (assigned to Web4BIS user account) is registered in the Siemens ID portal (the e-mail address represents the username in the Siemens ID portal).
- A new Siemens ID password is created by the Web4BIS user on the Siemens ID portal.

User account migration to Siemens ID portal

If the Web4BIS Support has activated a Web4BIS user account for Siemens ID authentication:

→ The migration of a Web4BIS user account to the Siemens ID portal will be processed automatically after a successful authentication in Web4BIS with current Web4BIS username and old Web4BIS password.

→ Only few steps (e.g. creating a new Siemens ID password) from the Web4BIS user are necessary. These steps are described on next pages.

Important:

As long as the Web4BIS user has not been informed that his account has been activated for the changeover of authentication to the Siemens ID Portal:

→ The old authentication on the Web4BIS login page via user name/password must still be used.

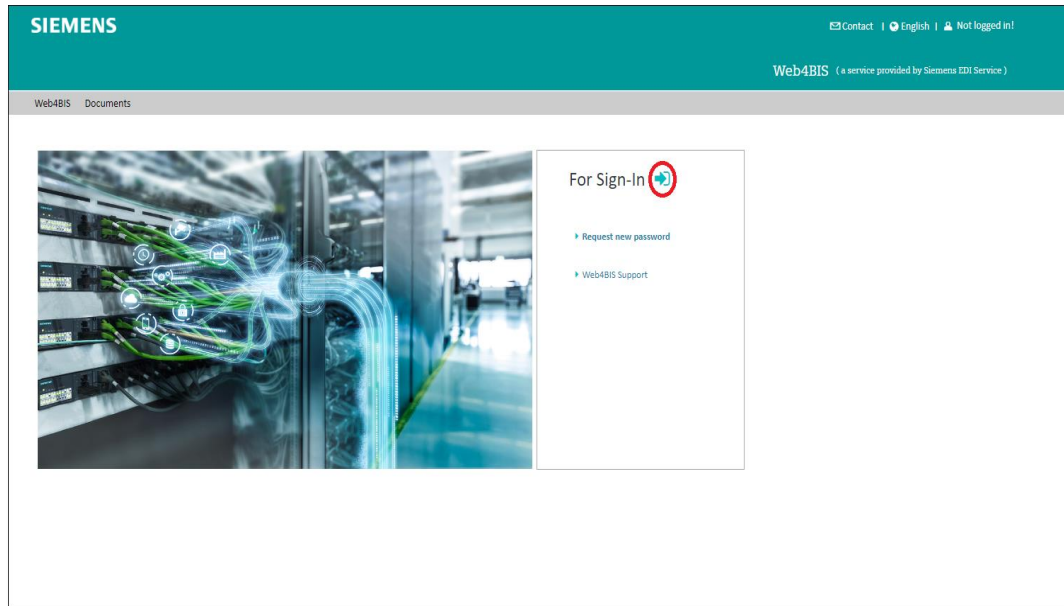
User account migration to Siemens ID portal

If the assigned e-mail address of a Web4BIS user is not yet registered in Siemens ID portal, then the following pages will describe the steps for the Web4BIS user account migration to Siemens ID portal.

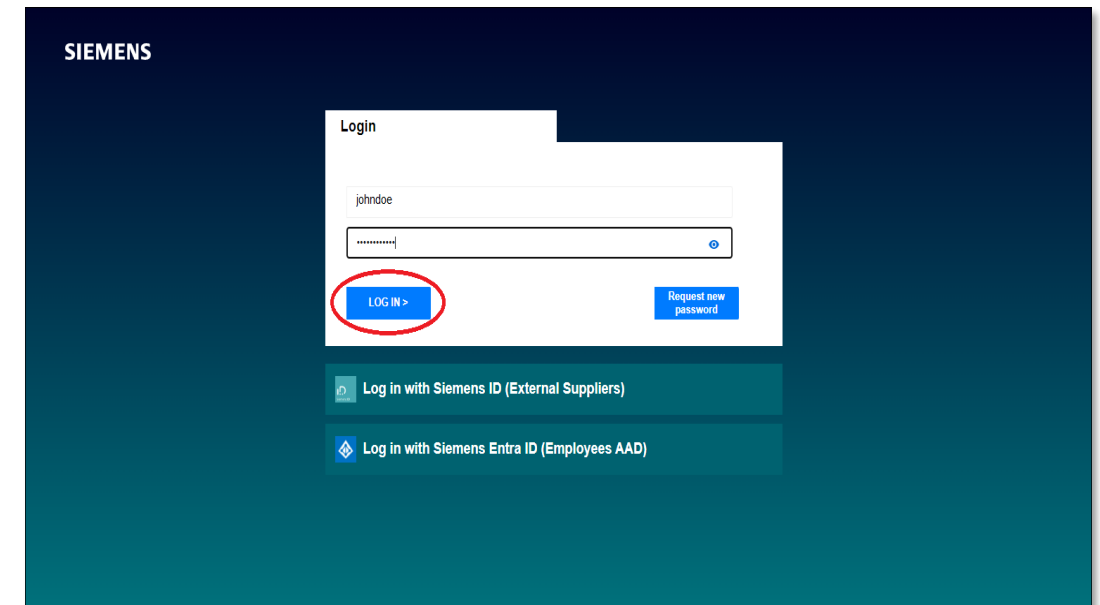
1. Start Web4BIS Start page:

<https://w4b.di.siemens.com/>

2. Activate button “For Sign-In”.



3. Fill in your Web4BIS username/password and activate button “LOG IN”.



If your username and password were correct and your user account has been activated by Web4BIS Support for Siemens ID authentication: please follow the next steps.

If your username and password are not correct please activate the ‘Request new password’ button.

User account migration to Siemens ID portal

Check your e-mail address, name and first name.
(Only if displayed e-mail address is not correct then please contact:
web4bis-support.it@siemens.com)

4. Activate button “Start Siemens ID Migration”.

SIEMENS

Siemens ID Registration

To ensure that the high security requirements of Siemens can be still met, we need to migrate your Web4BIS user account to the central Siemens ID portal. This means that you will have to log in to the central Siemens ID portal with your email address and a password before being redirected to Web4BIS.

Please check that your email address is correct and start the migration by clicking the 'Start Siemens ID Migration' button.

E-Mail Address:

Name:

First Name:

[Start Siemens ID Migration](#) [Download user manual](#)

Provided by the Siemens EDI Service

Contact Support | FAQs

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After successful migration, you have to reset your password in Siemens ID portal:

5. Activate button “Log in with Siemens ID (External Suppliers)”.

SIEMENS

⚠ Your Web4BIS user account has been successfully migrated to the Siemens ID portal. You will always be able to access the Siemens ID portal by activating the button 'Log in with Siemens ID (external suppliers)' on the Web4BIS Login page. From now on, please always log in to the Siemens ID portal with your e-mail address and the correct password. You will then be redirected to Web4BIS.

Important:

As you are now logging in to the Siemens ID portal for the first time, you must first create a new password. Therefore, carry out the following steps:

1. Activate the button 'Log in with Siemens ID (External suppliers)'.
2. Enter your e-mail address in the Siemens ID portal and activate the button 'Continue'.
3. Then activate the 'Forgot password' button and follow the instructions for creating a new password.
4. After successfully creating a new password, please return to the Web4BIS Login page and log in by activating the button 'Log in with Siemens ID (external suppliers)' and then entering your email address and your new password. You will then be redirected to Web4BIS.

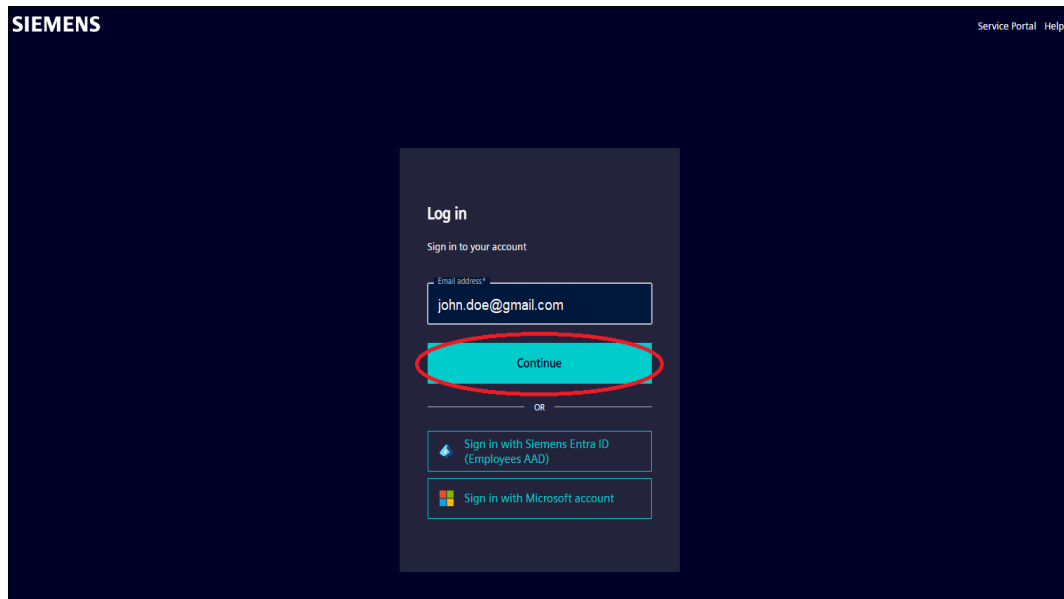
[Log in with Siemens ID \(External Suppliers\)](#) [Download user manual](#)

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User account migration to Siemens ID portal

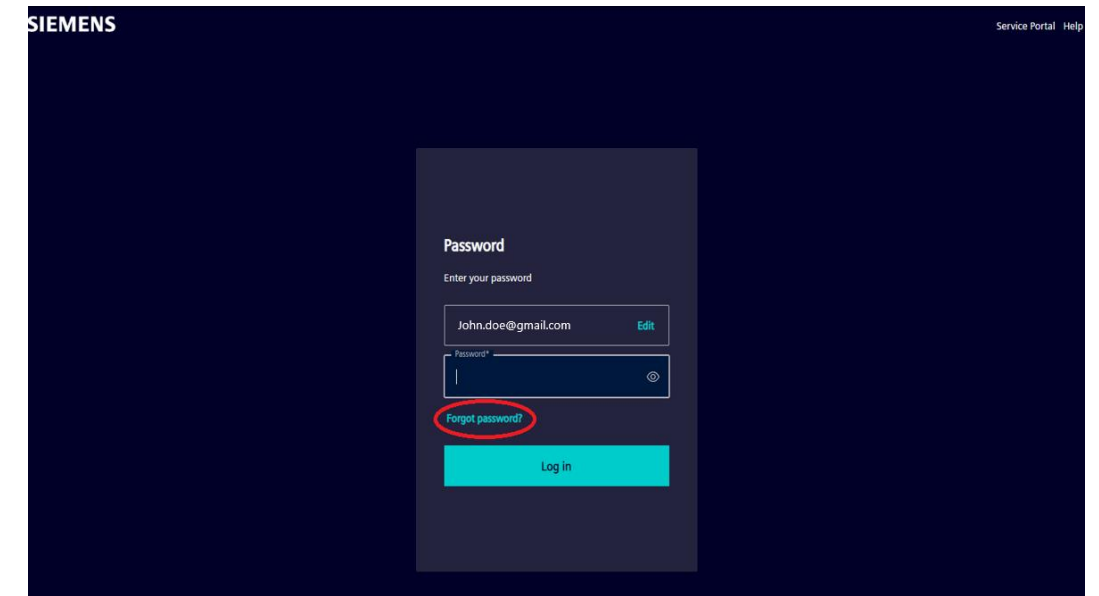
6. Enter your e-mail address in the Siemens ID portal and activate button “Continue”.



The screenshot shows the Siemens ID portal login interface. At the top left is the 'SIEMENS' logo, and at the top right are links for 'Service Portal' and 'Help'. The main heading is 'Log in' with the subtext 'Sign in to your account'. Below this is a text input field for 'Email address*' containing 'john.doe@gmail.com'. A red circle highlights the 'Continue' button. Below the email field is an 'OR' separator, followed by two buttons: 'Sign in with Siemens Entra ID (Employees AAD)' and 'Sign in with Microsoft account'.

Since you are logging in to the Siemens ID Portal for the first time, you must first create a new password:

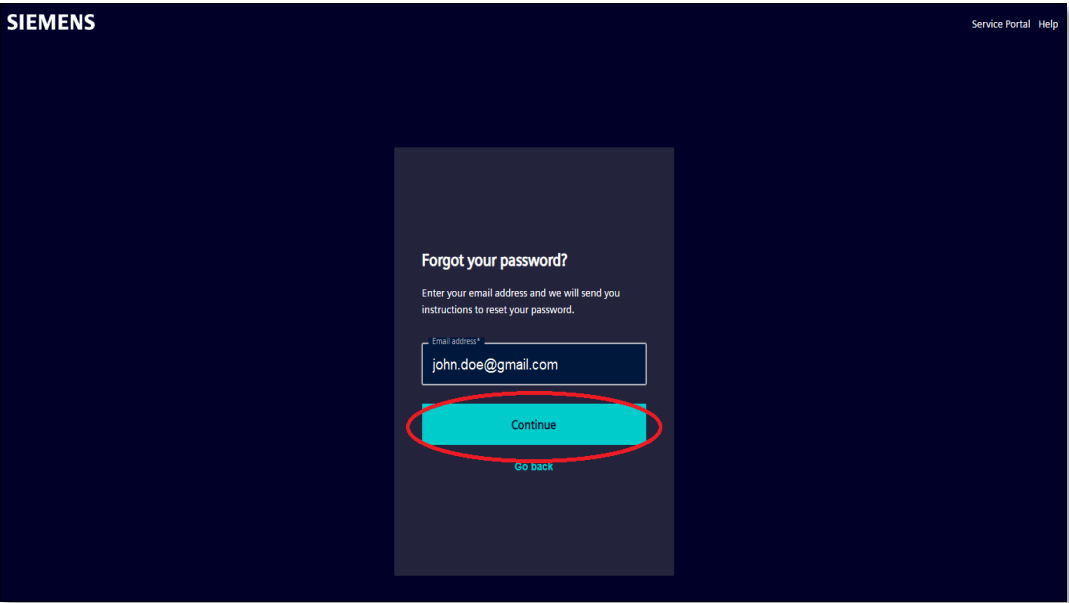
7. Activate link “Forget password”.



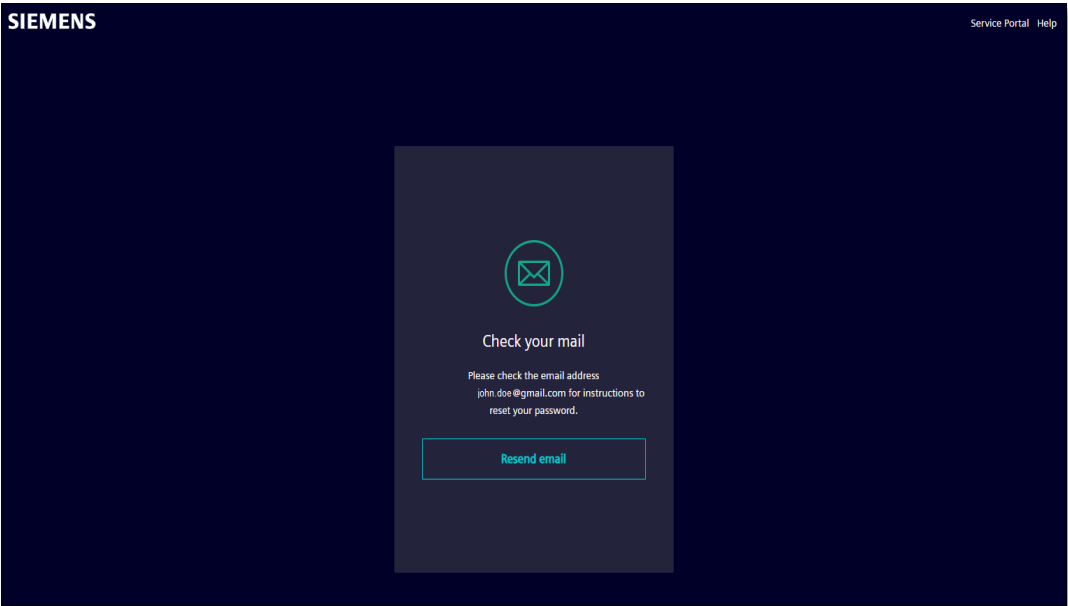
The screenshot shows the Siemens ID portal password page. At the top left is the 'SIEMENS' logo, and at the top right are links for 'Service Portal' and 'Help'. The main heading is 'Password' with the subtext 'Enter your password'. Below this is a text input field for the email address 'John.doe@gmail.com' with an 'Edit' link. Below the email field is a password input field labeled 'Password*'. A red circle highlights the 'Forget password?' link. Below the password field is a 'Log in' button.

User account migration to Siemens ID portal

8. Enter you e-mail address and activate button “Continue”.



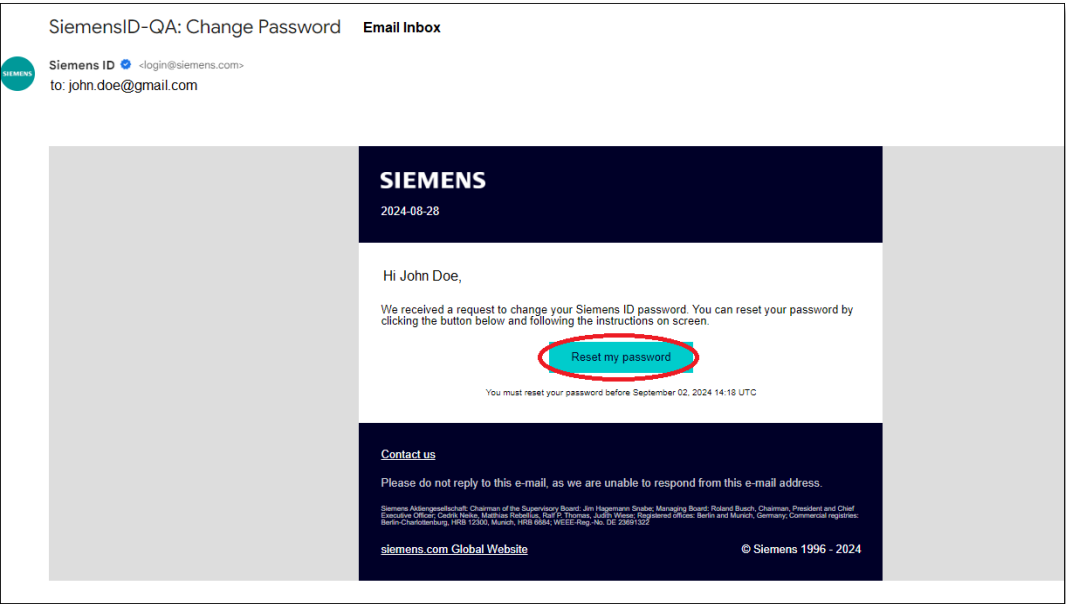
A corresponding “Reset password” e-mail will be sent to your e-mail address:



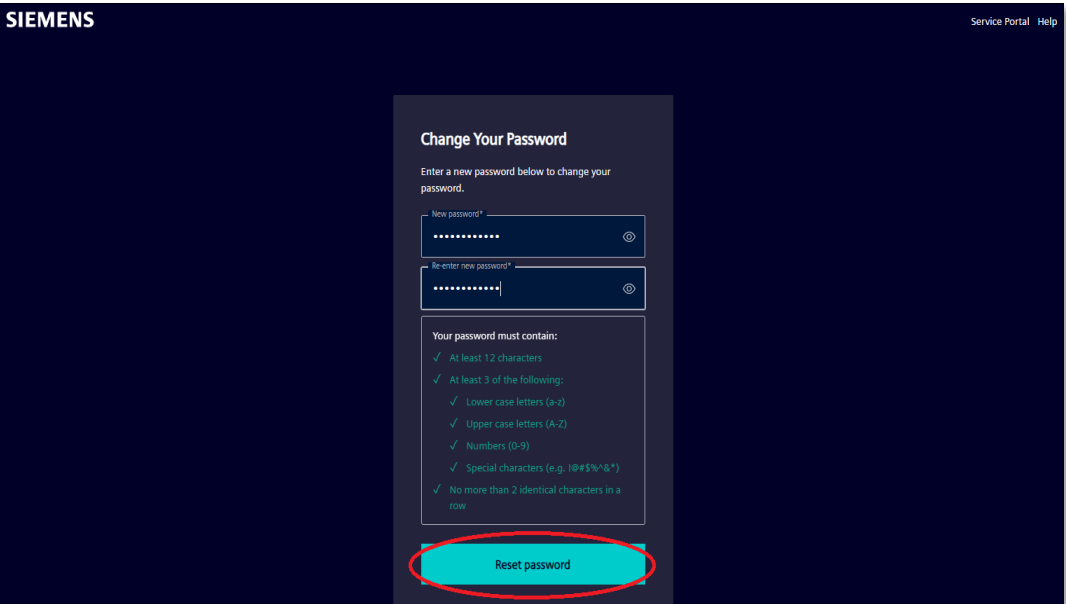
User account migration to Siemens ID portal

Please check your e-mail inbox:

9. Open the e-mail sent by Siemens with subject “Change Password” and activate button “Reset my password”.



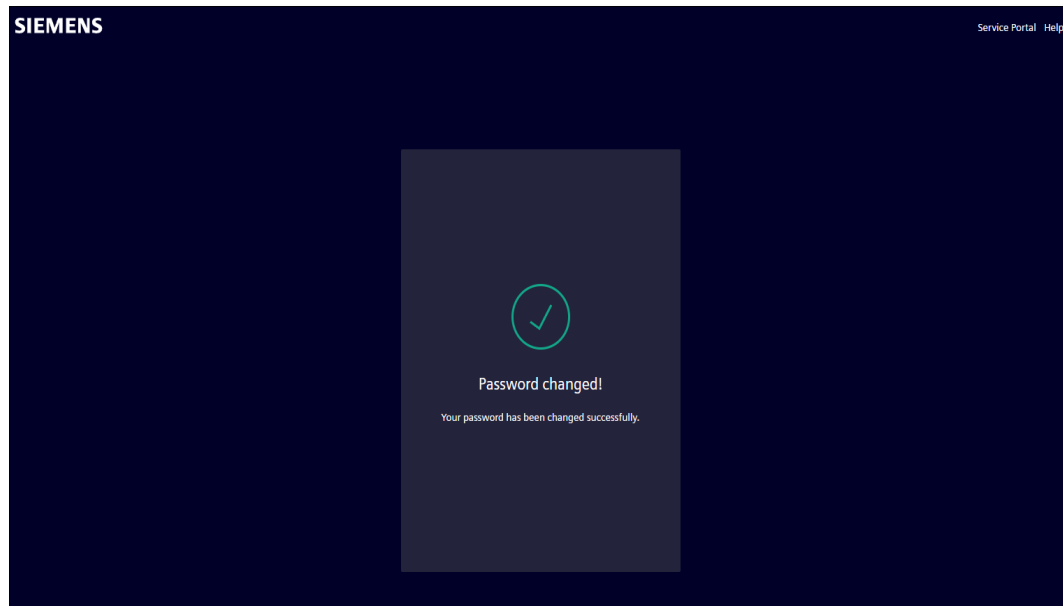
10. Enter a new password*, re-enter the new password and activate button “Reset password”.



* the new password must meet the Siemens password guidelines

User account migration to Siemens ID portal

Siemens ID confirms that the password has been reset:



All user account migration processing has been finished.

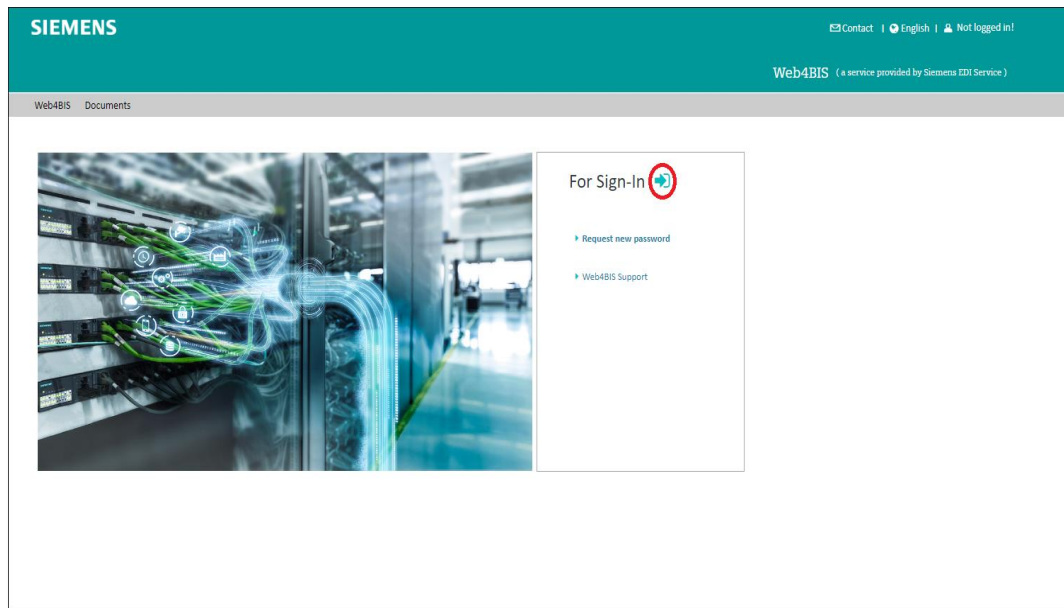
You can log in via Siemens ID portal from now on (see next pages).

Web4BIS authentication via Siemens ID portal

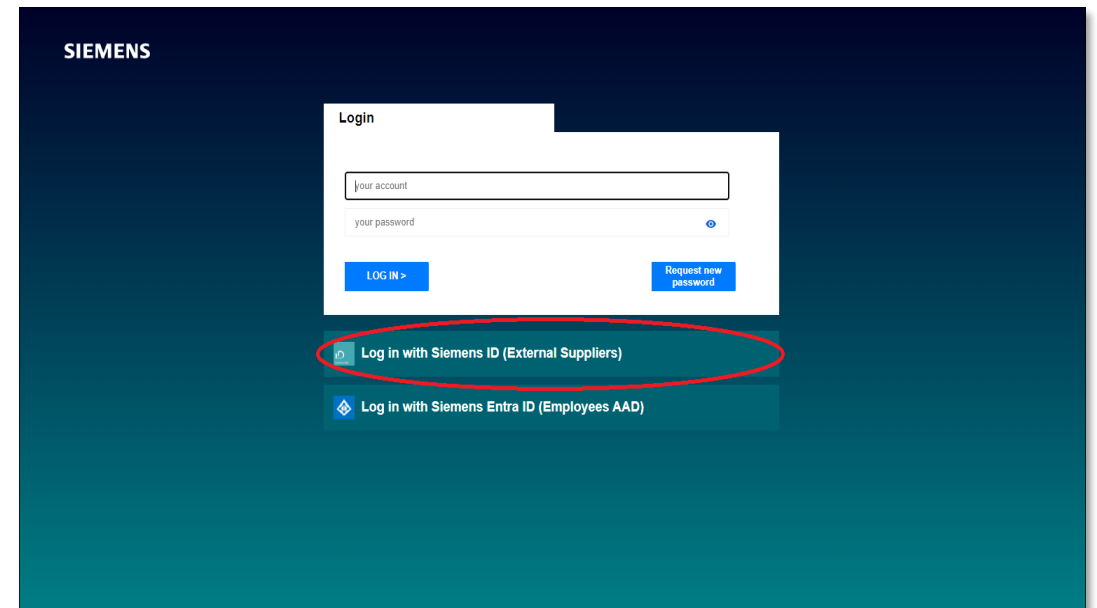
1. Start Web4BIS Start page:

<https://w4b.di.siemens.com/>

2. Activate button “For Sign-In”.

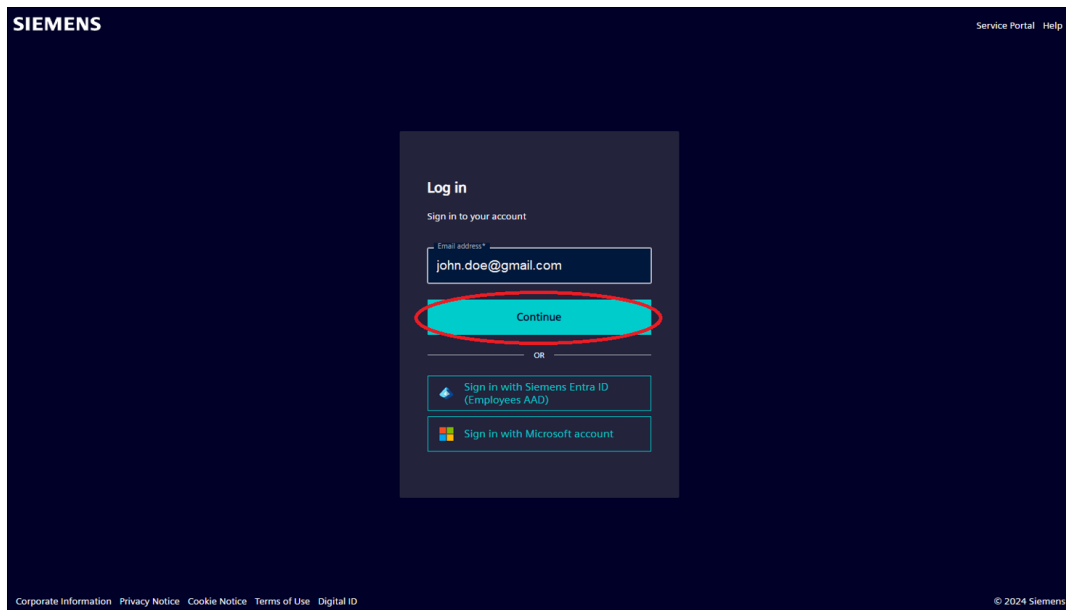


3. Activate button
“Log in with Siemens ID (External Suppliers)”.



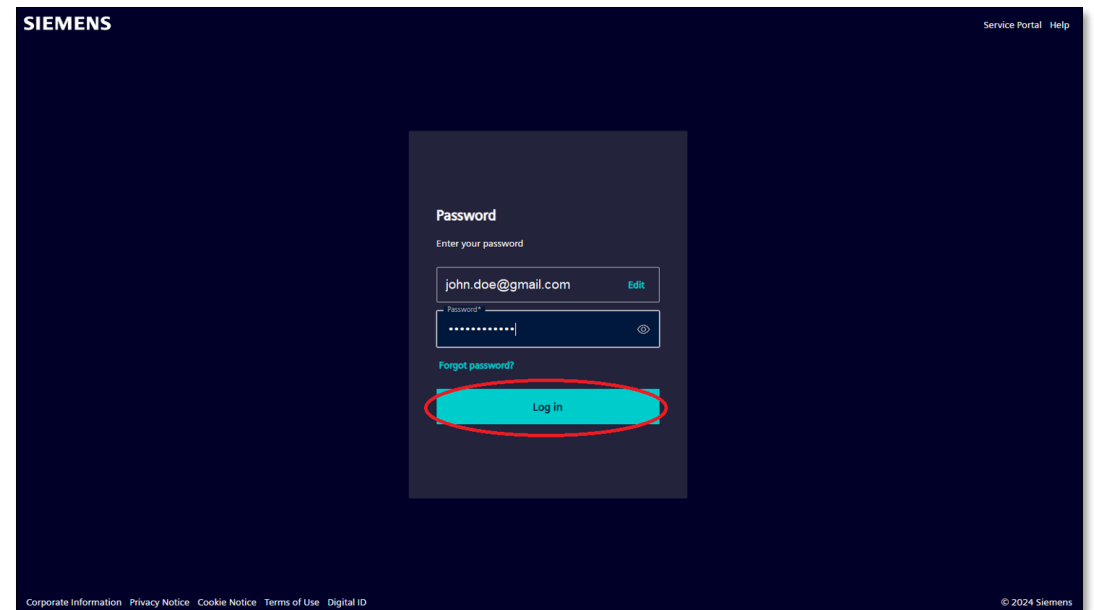
Web4BIS authentication via Siemens ID portal

4. Enter your e-mail address in the Siemens ID portal and activate button “Continue”.



The screenshot shows the Siemens ID portal login interface. At the top left is the 'SIEMENS' logo, and at the top right are links for 'Service Portal' and 'Help'. The main heading is 'Log in' with the subtext 'Sign in to your account'. Below this is a text input field labeled 'Email address*' containing the email 'john.doe@gmail.com'. A red oval highlights the 'Continue' button below the email field. Underneath the 'Continue' button is an 'OR' separator. Below the separator are two buttons: 'Sign in with Siemens Entra ID (Employees AAD)' and 'Sign in with Microsoft account'. At the bottom left, there are links for 'Corporate Information', 'Privacy Notice', 'Cookie Notice', 'Terms of Use', and 'Digital ID'. At the bottom right is the copyright notice '© 2024 Siemens'.

5. Enter your (new) password and activate button “Log in”.



The screenshot shows the Siemens ID portal password entry interface. At the top left is the 'SIEMENS' logo, and at the top right are links for 'Service Portal' and 'Help'. The main heading is 'Password' with the subtext 'Enter your password'. Below this is a text input field containing the email 'john.doe@gmail.com' with an 'Edit' link to its right. Below the email field is a password input field labeled 'Password*' with a red eye icon for toggling visibility. Below the password field is a link for 'Forgot password?'. A red oval highlights the 'Log in' button at the bottom of the form. At the bottom left, there are links for 'Corporate Information', 'Privacy Notice', 'Cookie Notice', 'Terms of Use', and 'Digital ID'. At the bottom right is the copyright notice '© 2024 Siemens'.

Web4BIS authentication via Siemens ID portal

After successful Siemens ID portal authentication you will be redirected to Web4BIS:

SIEMENS

Contact | English | John Doe | Logout

Web4BIS (a service provided by Siemens EDI Service)

Web4BIS | User Data Administration | Info

> Web4BIS

Navigation

> Search

> Order Processes

> Schedule Processes

> Message Status Overview

> Create

> Drafts

> Recycle bin

> User Data Administration

> News

Business Processes Status Overview

	Incoming		Processing							Recycle bin	Total
	New	Changed	F1	F2	F3	DDD	DFDF	DGOOGGO	GGG		
Order Process	2	1	-	-	-	-	-	-	-	-	3
Schedule Process	-	-	-	-	-	-	-	-	-	-	-

Message Status Overview

Invoices from scratch

	Outbox		Recycle bin	Total
	Drafted	Sent		
Invoices from scratch	1	10	-	11

Consignment stock messages

	Inbox		Recycle bin	Total
	Received	Viewed		
Delivery Forecasts	-	-	-	-
Inventory Reports	-	-	-	-
Self Billing Invoices	-	-	-	-

Web4BIS authentication via Siemens ID portal

If Web4BIS user account has been already migrated to Siemens ID portal:

- only authentication via Siemens ID portal is possible!
- authentication via Web4BIS username/password is no longer allowed.

| Contact

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