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1. Introduction

The purpose of this guide is to walk Medtronic users through the Sign on process for edison365 Open Innovation.

The intended audience is Medtronic external suppliers.

1.1 Scope

This document assumes that the Open Innovation portal is set to “Invite Only.”
2. Accessing Open Innovation

This section covers setting up access to Open Innovation for suppliers after having received an invitation to the Open Innovation portal.

1. Locate the invitation sent by notifications@edison365.com and follow the provided link. If possible, open this link in a fresh browser window:

![Email Invitation Image]

Hi kyle.beloin@edison365.com,

Please click the link below to access the open innovation application. This invite was sent by edison admin.

[https://links.edison365.com/EPeQ00](https://links.edison365.com/EPeQ00)

Yours,

Medtronic Supplier Success Team

Learn more about edison365

2. Select “Sign in with edison365” from the list of identity providers:

![Sign In Image]

Select an identity provider:
3. On the sign-in page, select “Sign up now”:

4. In the sign up form, enter the email address that matches the one to which the invitation was sent.
MEDTRONIC SUPPLIER SUCCESS INSTRUCTION FOR SIGNING ON

5. Then, select “Send a Verification Code.” **This step must be performed before creating a new account**

6. Retrieve the verification code from your email:

   **edison365 account email verification code**
   
   From: Microsoft on behalf of edison365 <monolineservicesteam@microsoftonline.com>  
   To: kyle.beloin

   To protect your privacy, some pictures in this message were not downloaded.

   
   Verify your email address
   
   Thanks for verifying your kyle.beloin@edison365.com account!
   
   Your code is: 399426

   Sincerely,
   edition365

   This message was sent from an unmonitored email address. Please do not reply to this message.

7. Enter the code into the new prompt and select “Verify code”:
MEDTRONIC SUPPLIER SUCCESS INSTRUCTION FOR SIGNING ON

8. Then, fill out the rest of the information accordingly and select “Create”:

9. You will be redirected to Open Innovation. Fill out a few more details, select Save, and you should be done:

Profile Image is optional
3. “ID already exists”/ Resetting Password

In some cases, users may encounter an issue where the account has already been created in the user database.

3.1 Resetting Password

If a user encounters this issue, it is likely that they already have an account. In these cases, it is best to reset the password.

1. Return to the sign in page for edison365 (select cancel on the account creation page). Select reset password:
2. Enter your email address. This address should be the same used to create the account when the error occurred.

3. Send the verification code, and retrieve this code from your inbox:
4. Enter the code in the appropriate field and continue. Select “Continue” on the resulting page:

5. Enter and confirm a new password.
MEDTRONIC SUPPLIER SUCCESS INSTRUCTION FOR SIGNING ON

6. You should be redirected to the User Settings page. If no changes need to be made, select “Save”.

7. This website uses cookies
   We use cookies to personalise content, to provide security features and to gather site usage statistics.
   You consent to our cookies if you continue to use our website.
   Ok

User Settings

Friendly Name

Kyle Beloin

Profile Image

You have two options for profile images.
Either select from the stock range of Gravatars, or provide a URL to a profile image.
Select Gravatar Image  Custom URL Image

Cancel  Save