

Endress+Hauser Process Training Portal

Frequently Asked Question #1

How do I create a learner account in the portal?

As of January 2022, Endress+Hauser has a new Process Training Portal for customers to use for online learning. This new Learning Management System (LMS) is a single platform that combines both online learning modules with the activities for Classroom training into one portal.

Previous logins into the SumTotal System are no longer active.

Combining the Classroom registration and Online together provides many advantages for users to maintain a learner account and all E+H learning records in one place.

The instructions to follow are for the Customers in the United States wanting to create a new account in the LMS

Go to the Webpage <http://www.us.endress.com/online-training>

Click on the big RED button

Click here to ENROLL or LOGIN to your account!

That will take you from our website to the E+H Learning Portal (SuccessFactors) to login

Personal

Library

Sign In

New User

Are you a new user? [Click here to register.](#)**Endress+Hauser**

People for Process Automation

If you don't have a learner account, under New User click the link [Click here to register](#) to start the process of setting up your personal information. You will see a form like on the next page with fields you will be required to fill in with your basic information. (If you already have an account click **Sign In** which will take you to a login page.)

Acceptance of Endress+Hauser Terms & Conditions of use for Online Training will be required at the end of this form and must be checked before an account can be assigned.

<https://www.us.endress.com/storage/asset/84183/storage/master/file/902929/download/Terms%20and%20Conditions%20for%20Online%20Training%20Services.pdf>

Terms and Conditions for Online Training Services

Endress+Hauser, Inc.

1. Buyer's Assent. Payment for all or any part of the items covered by the Buyer's Subscription (the "Services") shall constitute Buyer's assent to all of the terms hereof. Prior to acceptance of Services by Buyer, Endress+Hauser, Inc. ("Seller") may withdraw or modify this conditional acceptance of the Services.

2. Complete Agreement. This agreement between Seller and Buyer (the "Agreement") contains the complete and exclusive agreement between Seller and Buyer with respect to the Services and supersedes all prior agreements with respect to the Services whether written or oral.

Create New Account

Welcome to the Online Learning Portal for Endress+Hauser.

This site requires approval for registration. Please complete the "Create New Account" form and click "Submit". Your user account request will be placed in a pending status until your registration is approved. Registration approval will be communicated via email so please ensure you have access to the email address provided below.

After your account is approved, you can browse the library, add items to your cart, and check out. Assigned and purchased items will display on the My Assignments tile on the home page.

The User's password has to be compliant with the following rules:

- The length of the password must be between 1 and 40 characters.

* Required Fields.

Account Information

* User ID :

* Password :

* Re-Enter Password :

* Security Question :

* Security Answer :

* Re-Enter Security Answer :

Contact Information

* First Name :

* Last Name :

Middle Name :

* Email Address :

* Confirm Email Address :

Telephone Number :

Main Address :

City :

State / Province :

Postal Code :

* Country/Region :

Employee Information

* External Company :

Shipping Address

* Shipping Address :

* City :

* State / Province :

* Postal Code :

* Country/Region :

Shipping Phone Number :

Billing Address

Same as Shipping Address

* Billing Address :

* City :

* State / Province :

* Postal Code :

* Country/Region :

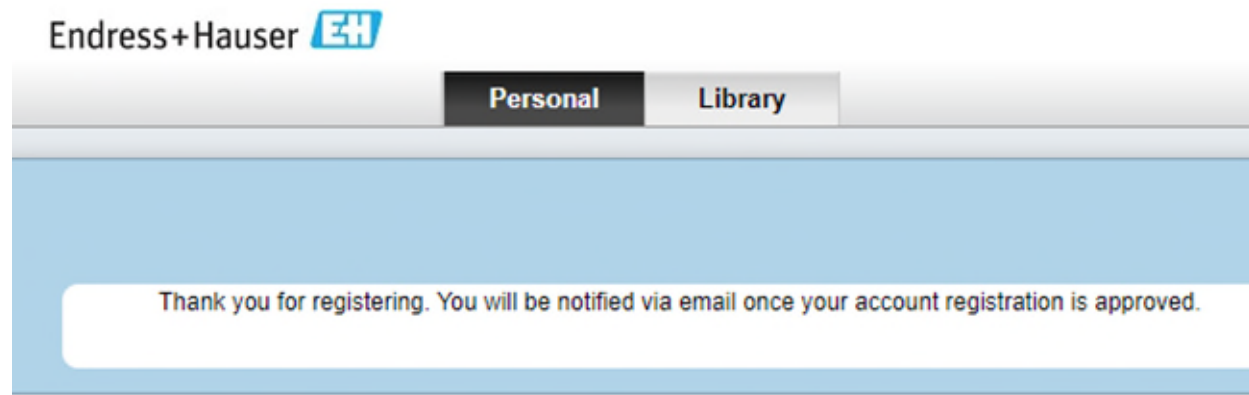
Billing Phone Number :

To access and use the system, read and accept the document listed below. Click on the link to open the document.

[Terms and Conditions for Online Training Services](#)

I acknowledge that I have read the above document.

This is not an Automatic process as E+H must review and approve all new accounts requests, so there could be a delay of a few hours up to a normal business day before you receive an email informing you that you can now access the portal.



You will receive a notification when your account is approved and then you will be able to login.

Look for a message from ps-admin@peoplesolution.endress.com

On Wednesday, January 19, 2022, 5:26 PM, ps-admin@peoplesolution.endress.com <ps-admin@peoplesolution.endress.com> wrote:

New User

Welcome. This note confirms your SuccessFactors's Learning Site registration has been approved.

Comments:

Please remember your user ID for future access. If you forget your ID or password, you can click the appropriate link from the login page.

Your user ID and password are confidential to your account, so please take precautions to ensure that these are maintained securely and not shared with anyone.

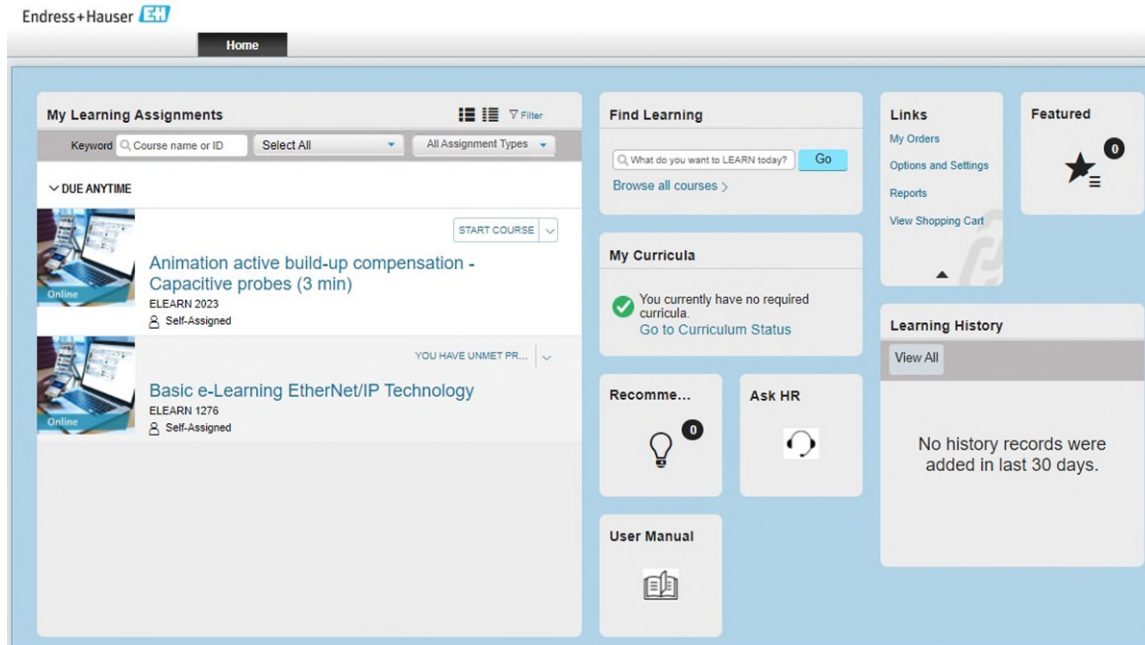
Your Learning Assignments will be updated within 24 hours based on any auto assignments your Administrator has setup.

Note: this platform is only available to valid US users and you will be asked to provide a US mailing address during your account setup to gain access. You do not have to be a current Endress+Hauser customer to request an account.

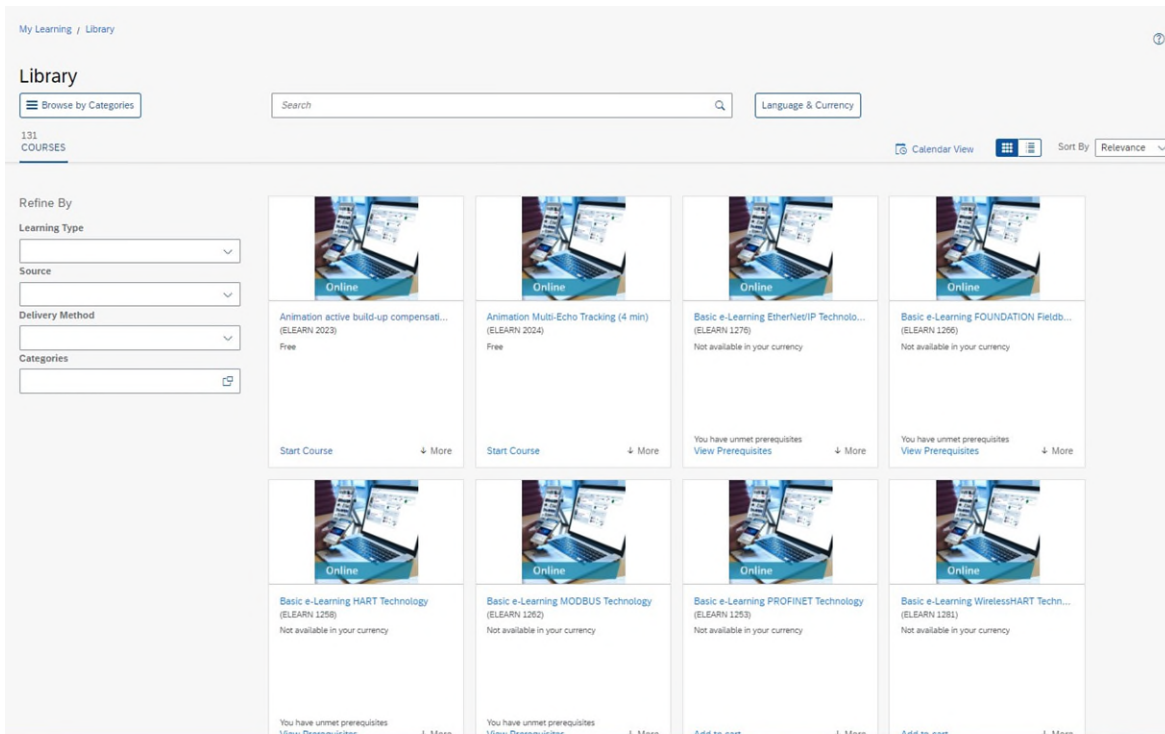
Going forward you can use this direct link to the Learning Portal if you want to bypass the website

<https://endress.plateau.com/learning/user/portal.do?siteID=NA%5fCUST&landingPage=login>

You may then use the calendar to find Instructor-Led courses of interest to enroll in, or Find Learning to search the Library by clicking [Browse all courses >](#)



In the Library you will see many available Online courses you can access anytime



OTHER HELPFUL TIPS & TRICKS

Browse the Library as Guest (when you don't have an account)

<https://endress.plateau.com/learning/user/portal.do?siteID=NA%5fCUST>

The screenshot shows the Endress+Hauser Learning Library interface. At the top left is the logo "Endress+Hauser" with a blue "EH" icon. At the top right, it says "Currently Viewing Site: NA_CUST |". Below the logo is a navigation bar with "Personal" and "Library" tabs, with "Library" selected. The main content area is titled "Library" and includes a "Browse by Categories" button, a search bar with the placeholder "Search" and a magnifying glass icon, and a "Language & Currency" button. Below the search bar, it displays "0 COURSES". Underneath, there is a "Refine By" section with a "Learning Type" dropdown menu. A message box on the right states: "There are no search results with your keyword or search criteria. Please remove your criteria and try a new search."

To enroll in any of the online learning modules or instructor led classroom events will require an account

SAP SuccessFactors 