



MARKETING HUB Quick Reference Guide

Logging In

HOW TO ...

- Locate the Marketing Hub web site
- Login as an internal user
- Login as a vendor
- Request access as a vendor

The Marketing Hub is the executive-approved global repository for Adobe marketing assets. A web browser is required to access the application. Supported web browsers are Chrome (version 38+), Firefox (version 33), Internet Explorer (versions 9, 10 and 11) and Safari (versions 6, 7 and 8). While all browsers listed are supported, Firefox is the recommended browser to use.

All users can access the application from the Marketing Hub web site located at www.adobe.com/marketinghub. Employees, interns, contractors and agency or Adobe paid temps (employee types 1-4 and 8) should all access the Marketing Hub using the Adobe Employee Login link. Vendors (employee type 5) should use the Vendor Login link.

The log in links appear within a modified house ad component. For the links to appear, installed plugins that block ads on web pages must be disabled or configured to allow ads from Adobe.com.

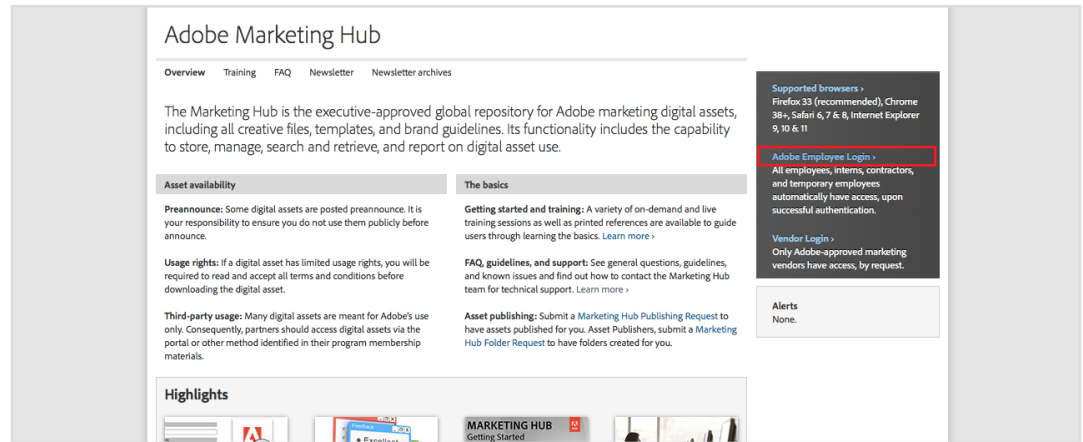
Employee Login (Adobe Employee Types 1-4 and 8)

The following picture shows the Marketing Hub web site. The Employee Login link is outlined in red.

1. On the Marketing Hub web site, click the **Adobe Employee Login** link.

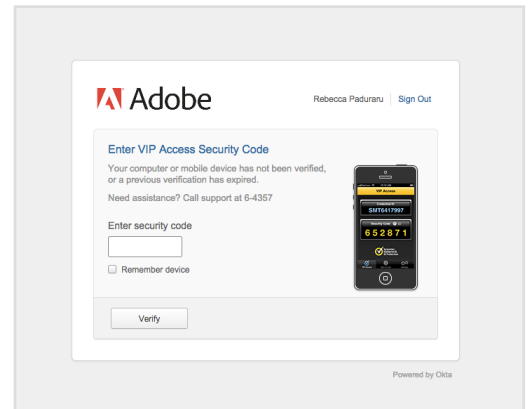
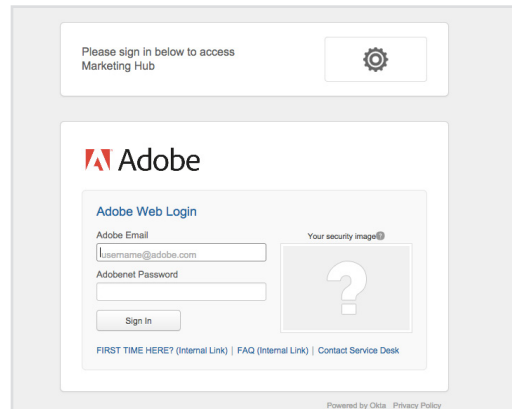
NOTES:

- Employees must be on the internal network or logged into VPN for successful authentication.
- Authentication will last 12 hours, allowing you to exit the Marketing Hub and re-enter within the same 12 hour period without requiring you to re-login.



The picture on the left shows the Adobe web login screen and the picture on the right shows the verification screen that appears after a successful sign in.

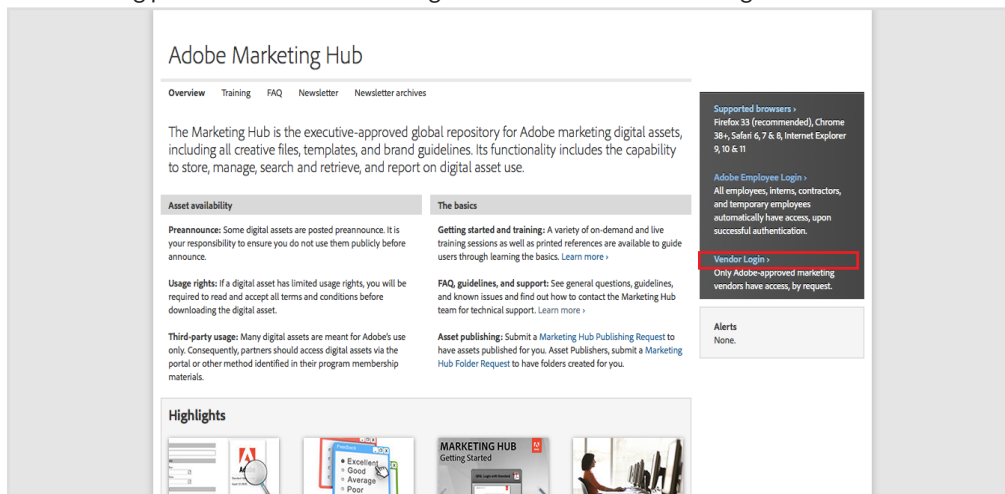
2. On the Adobe web login screen, enter your Adobe email and your Adobenet password.
3. Click **Sign In**.
4. On the verification screen, enter a security code created by your Symantec VIP Access credentials or the one-use security code sent to you via text message.
5. Click **Verify**.



Vendor Login (Adobe Employee Type 5)

The following picture shows the Marketing Hub web site. The Vendor Login link is outlined in red.

1. On the Marketing Hub web site, click the **Vendor Login** link.

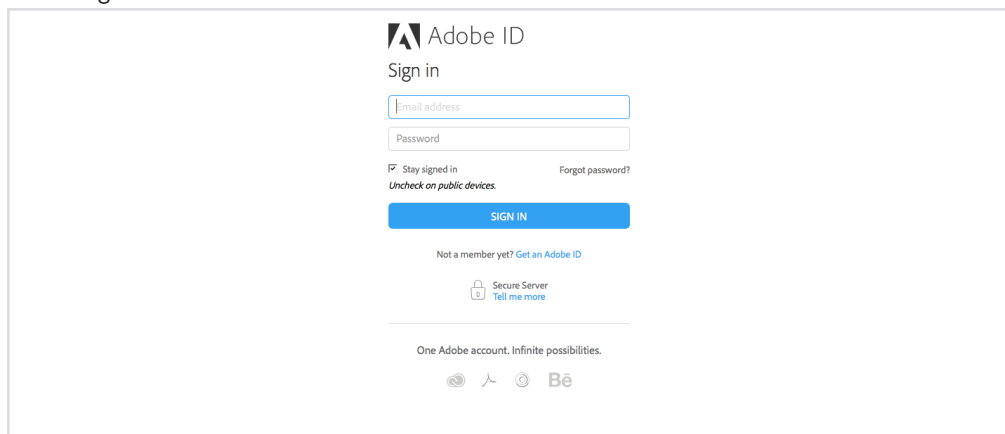


2. On the Sign in screen, enter the email address and password associated with your Adobe ID account.
3. Click **Sign in**.

NOTES:

- If you do not have an Adobe ID, click the **Get an Adobe ID** link to create one.
- If you do not remember your Adobe ID password, click the **Forgot password?** link to reset it.

The following picture shows the Adobe ID sign in screen that is used by vendors to access the Marketing Hub.



4. If requested, enter your company name and the name of your primary internal Adobe contact.
5. Click **Submit**.

NOTES:

- Vendors who have not previously been approved for access to the Marketing Hub will be presented with the access request form.
- New vendor accounts are placed into a pending queue while the Marketing Hub administration team validates their eligibility for access. Vendors will be notified by email when eligibility is confirmed and access is granted.

The following picture shows the new vendor access request form. Submitting the form initiates the vendor account approval workflow.

