

# QBE Multinational

## **QGlobal+ Basic Navigation**

**Registration & Login (Internal, QBE user)** 

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#### 1. REGISTER FOR QGLOBAL+

All users of QGlobal+ must sign-up for the first time to access the QGlobal+ portal. The registration process uses Multi-factor Authentication for security purposes, and requires users to provide two verification factors (email address and phone number) to gain access to QGlobal+.

1. You will receive an invitation email from <u>GL-CSAP-O365GA09@corp.qbe.com</u> with the subject line "QGlobal+ Portal Invitation". If you cannot locate the email, be sure to also check your junk email folder.

Click on the link in the email to set up your QGlobal+ account:

QGlobal+ Portal Invitation QBE:0991200000004							
GL-CSAP-O365GA09 To elemine Retention Policy Delete after 7 years (7 years) Expires 01/10	0/2029	← Reply	≪ Reply All	→ Forward Mon 26/09/202	••• 2 14:54		
Dear Jennie,							
As a Servicing Office of our Global Network, please find the details and log in information to access our QGlobal+ platform below.							
All of our Multinational business is coordinated on our central QGlobal+ platform allowing us to manage our Multinational portfolio.							
This platform allows you to view all Multinational risks throughout the policy lifecycle in order to track and complete activities.							
To proceed with setting up your account, please click <u>here</u> to redeem your QGlobal+ invitation.							
You should be returned to the sign-in page, where you can login by clicking the QBE User button.							
If you require assistance or find that you are unable to login after following this process, please contact your Global Network Manager.							
Once you have completed registration for the QGlobal+ application, you can find the training material here							
Regards,							
Global Network Team							
Multinational   QBE							
⊗ QBE							

2. Once you click the link, you will see the screen below. The invitation code should pre-populate. Click on the '**Register**' option.



3. When the screen below displays, click on the 'QBE User' option.

Sign in					
Redeeming code: E4-Kr9r3bth5Z4wt0r-qQj9OFWHdJlqv1Q-If9pqTuZC0UdGY-99nn8hcJblq7E1EJIPdXSrWWTOIN- BVPpUpYAiv6A6Dq1XbDlazIGM05QLwIJsLVYaMRwunVtabroebwZh7Cp3272qqlqoJQ087FCdE7J5KKneYRKCp-4To-					
Register using an external account					
External User QBE User					

- 4. The Term and Conditions for QGlobal+ will be displayed. Scroll down to tick the checkbox at the end to agree. Click '**Continue**'.
- 5. You should now be logged in to QGlobal+. Once your account is created, you can update your profile on the QGlobal+ **Profile Page**.

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	olicies   Claims   Office Information -   Activit	ies 💿   🔍   Help -   Faisal Khowaja -					
Home > Profile							
Profile							
	Please provide some information about yourself.						
Faisal Khowaja	The <b>First Name</b> and <b>Last Name</b> you provide will be d you make on the site.	The First Name and Last Name you provide will be displayed alongside any comments, forum posts, or ideas you make on the site.					
	The Email Address and Phone number will not be dis	The Email Address and Phone number will not be displayed on the site.					
Profile	Your <b>Organization</b> and <b>Title</b> are optional. They will be	e displayed with your comments and forum posts.					
Tronie	Your information						
Security	First Name *	Last Name *					
Manage external authentication	Faisal	Khowaja					
	E-mail *	E-mail * Business Phone					
	fkhowaja@gmail.com	Provide a telephone number					
	New Activity Email Subscription	New Activity Email Time (GMT)					
	○ No ● Yes	09:00 ~					
	How may we contact you? Select all that apply.						
	Email	Email					
	Fax	Fax Phone					
	Phone Phone						
	Mail						
	Update						

### 2. LOG INTO QGLOBAL+

- 1. To login to QGlobal+ click on this link: <u>https://qbeportal.powerappsportals.com</u>
- 2. Click on the 'QBE User' button.



3. Enter your email address and password to sign in. You will be automatically logged out from QGlobal+ after 24 hours.