

Accessing MyPeopleHub for the first time

A Step-By-Step Guide

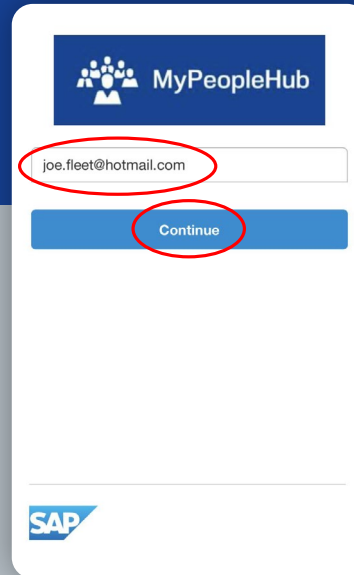
Scan the QR code below or
type in the web address to
access **MyPeopleHub**.



<https://tinyurl.com/4c5bs5wk>

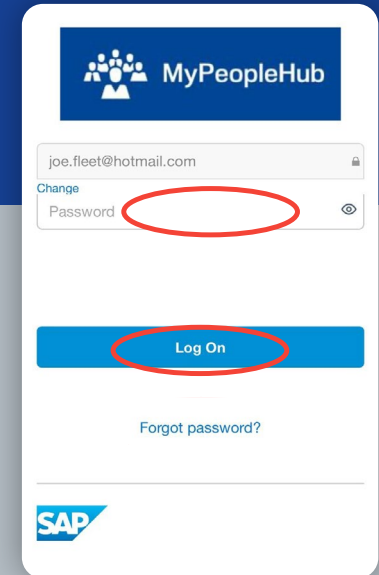
1

Enter your
email address
and press continue

A screenshot of the MyPeopleHub login interface. At the top is the MyPeopleHub logo. Below it is a text input field containing the email address 'joe.fleet@hotmail.com', which is circled in red. Underneath the input field is a blue button labeled 'Continue', also circled in red. The SAP logo is visible at the bottom left of the screen.

2

Enter password and log in
If you are logging in for the first time or
have forgotten your password, please
use the forgot password link below

A screenshot of the MyPeopleHub login interface. At the top is the MyPeopleHub logo. Below it is a text input field containing the email address 'joe.fleet@hotmail.com'. Underneath this is a 'Password' input field, which is circled in red. To the left of the password field is a 'Change' link. To the right is an eye icon for toggling password visibility. Below the password field is a blue button labeled 'Log On', circled in red. At the bottom, there is a 'Forgot password?' link. The SAP logo is visible at the bottom left of the screen.

3

Enter your
email address
and press **send**

Forgot My Password

Enter your credentials below and click Send. An email will be sent containing a link to a page where you can reset your password. Note that the email might take a few minutes to reach your inbox.

Email or User Name *

joe.fleet@hotmail.com

*Required

Send



4

An account reset link
will be sent to your
email address

Forgot My Password

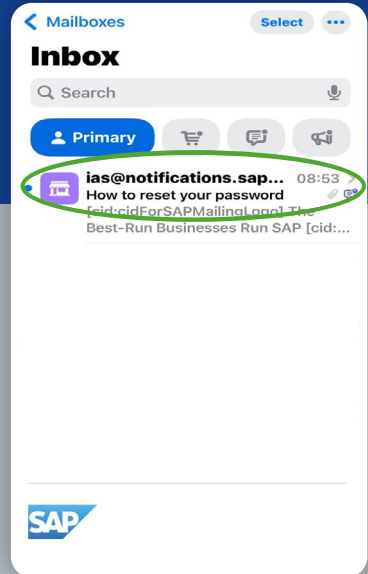
i If an account exists, an email with a link to reset your password has been sent.

Click the link in the email. You will be forwarded to a page where you can reset your password. The link in the email will expire in 2 hours.



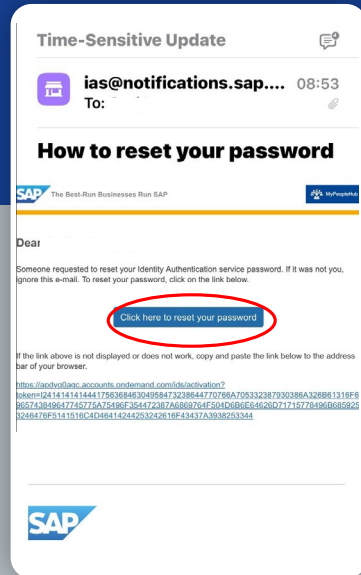
5

Check your inbox for
an email from
ias@notifications.sap.com



6

Press 'Click here
to reset your
password'



Time-Sensitive Update

ias@notifications.sap.... 08:53

To: [redacted]

How to reset your password

SAP The Best-Run Businesses Run SAP

Dear [redacted],

Someone requested to reset your Identity Authentication service password. If it was not you, ignore this e-mail. To reset your password, click on the link below.

[Click here to reset your password](#)

If the link above is not displayed or does not work, copy and paste the link below to the address bar of your browser.

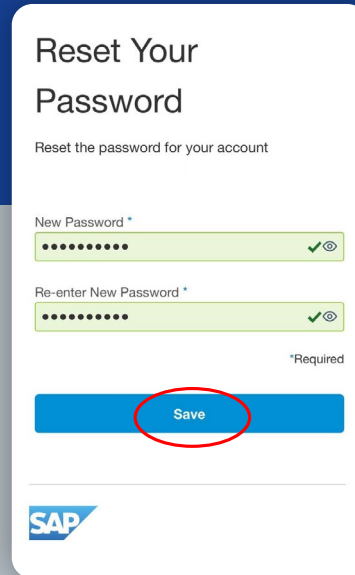
<https://sapxvolsap.accounts.ondemand.com/sfs/activation?39e1112414141444173633848120459472238644770766A709332387920386A3269613146F96574384984745775475496F354472387A688974F504D686E64626D71745778496D6869253246478F5141016C4D484142442053242816F43437A3938263344>

SAP



7

Create a
password and
press **save**



Reset Your Password

Reset the password for your account

New Password *

Re-enter New Password *

*Required

Save

SAP