RISKIQ

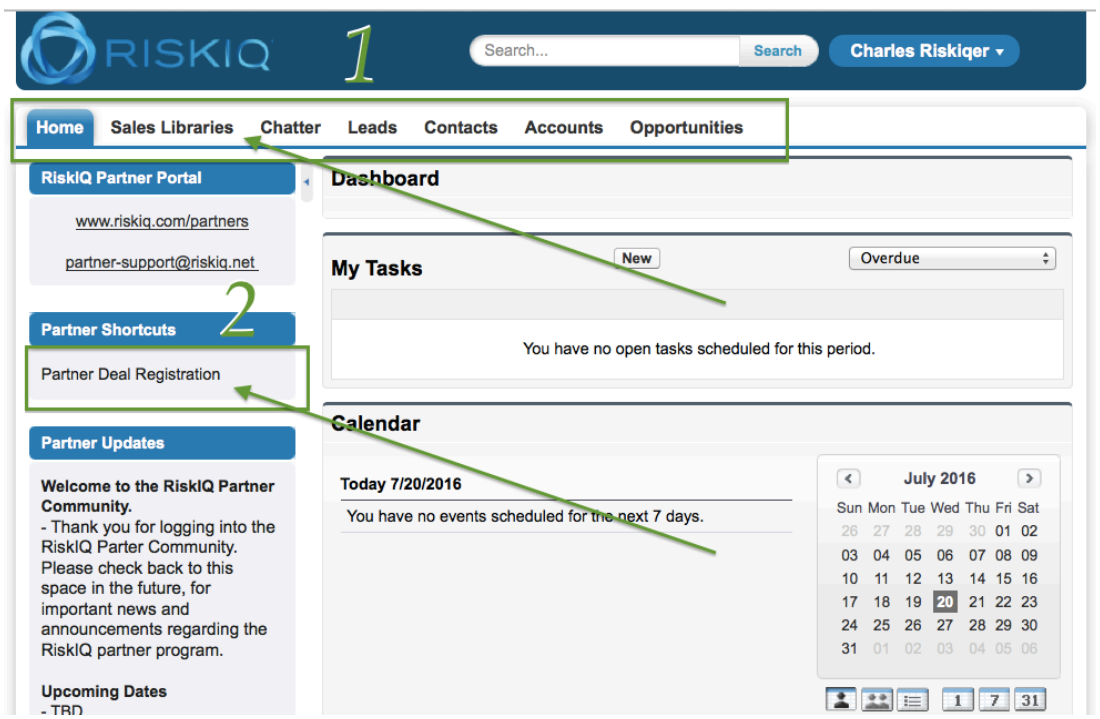
Information for Partners

Title:	Partner Community Portal
Date:	July 2016
Purpose:	This document provides a quick overview of the RiskIQ Partner Community Portal. The portal is used for deal registration, account management, opportunity pipeline management, and accessing sales and marketing files.

1. **Web Address:** To start, please login to the portal: https://riskiqconnect.force.com/partners/login

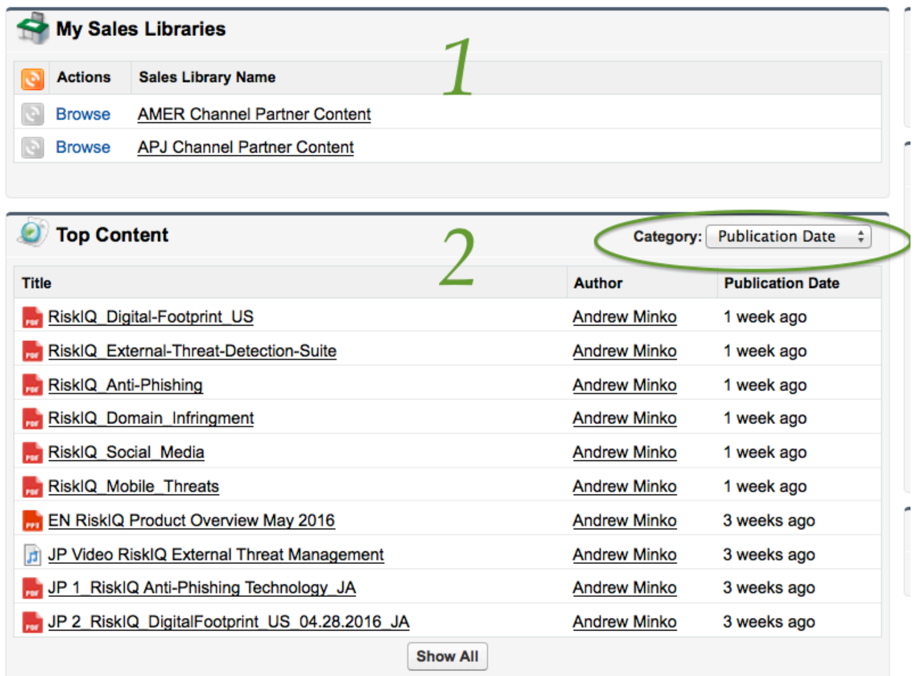
   Note: First time users will receive an email with embedded code to log you in with a one-time temporary password. Also, first time users will be asked to read and accept a short online agreement.

2. **Home Screen:** The home screen contains the menu bar (1) and the activity panel (2)



Sales Libraries = Resource files you can view or download. These include sales tools, product sheets, presentations, and marketing collateral.

The library section has two main parts. Resources appropriate to specific regions are gathered in collections (1). The most recent/newest resources are displayed in (2).



Chatter = a communication utility for making comments that you can share with others on your team and your RiskIQ channel sales manager.

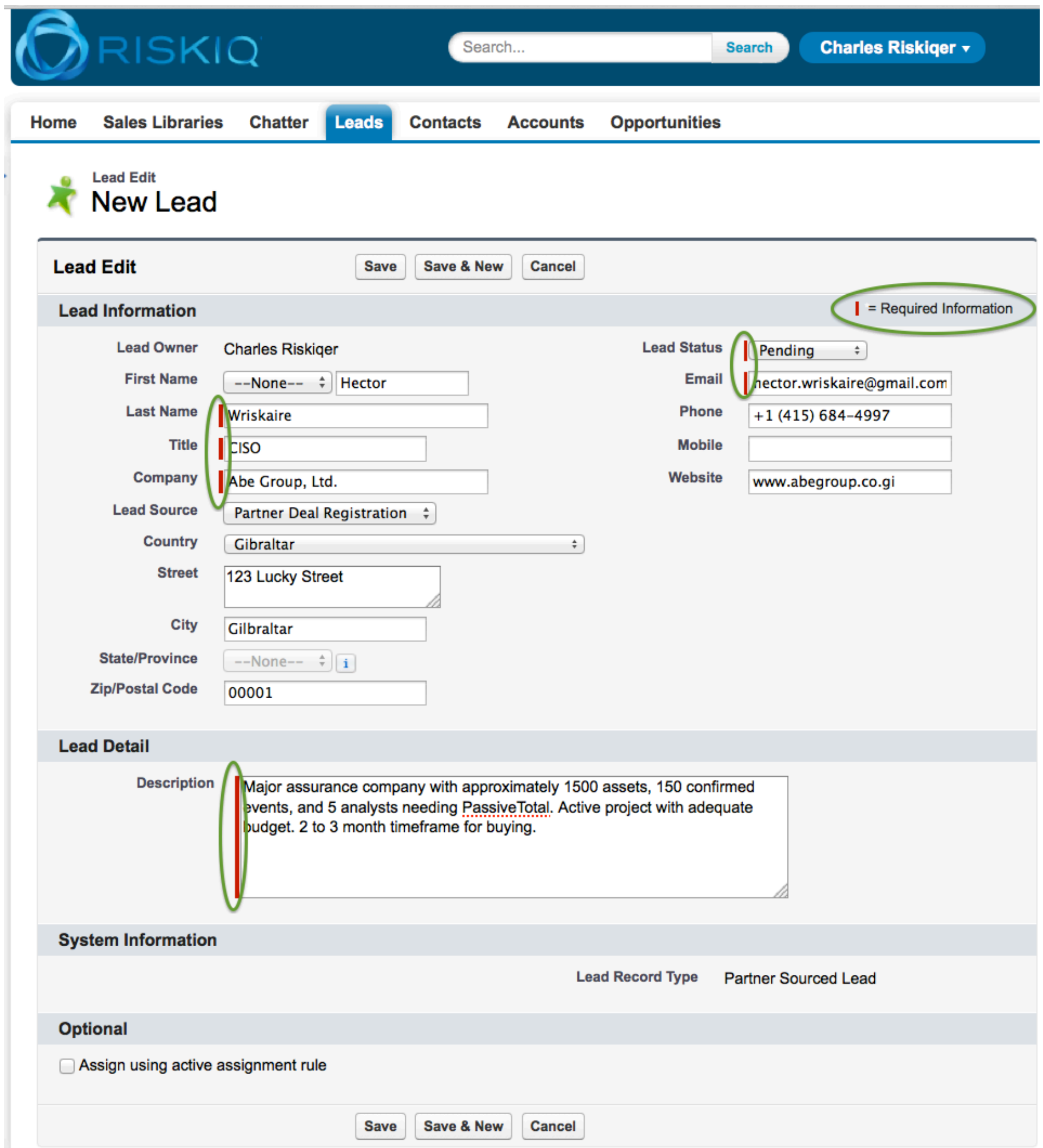
Leads = People to whom you are actively selling. Deal registrations typically start with a lead. When the lead is qualified by both you and the RiskIQ channel sales manager, the deal registration is accepted and converted to an opportunity.

Contacts = People who are part of account with one or more opportunities.

Accounts = Detailed information about individual companies (including shipping and billing information).

Opportunities = The specifics of a transactions including products, services, quantities, and timeframes.

3. **Deal Registration:** To start a new deal registration, please create a lead. Below is an example of the lead information needed. Please use the description box to describe the prospect's business, estimated size of the deal, the probability of an active project with budget, and estimated timeframe.



4. **Deal Registration Review Process:** The process for reviewing, approving, or declining a deal registration follows these steps.
   a. Partner registers a new deal through the partner portal
   b. Internal review with decision within 2 business days
   c. Registered lead converted to "Stage 1" opportunity

d. Opportunities managed jointly between RiskIQ sales team and partner
e. When deal is won and closed: The sales order is executed and a confirmation provided to the partner
f. Partner commission disbursed according to the agreement contract