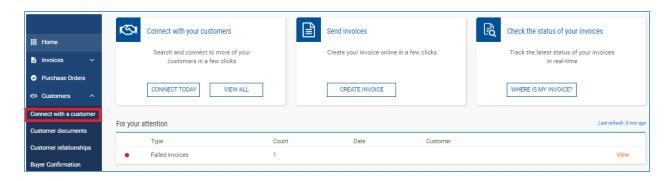


## How to Connect to Your Customers on the Tungsten Network Portal

1. Log on to your account at www.tungsten-network.com and click Customers on the blue ribbon across the left, then click on Connect with a Customer

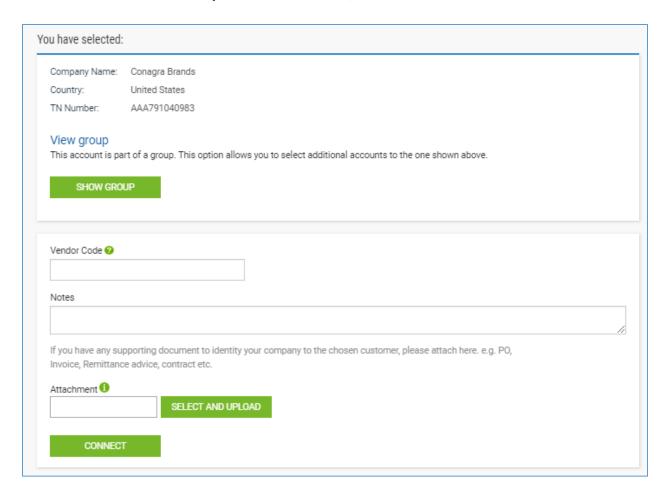


2. Begin tying your customer's name in the Find Customer search box
Buyers who match the name will appear in the dropdown, click on the applicable one



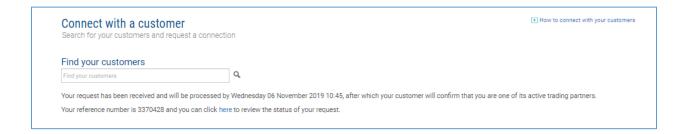


3. If you only wish to connect to one buyer entity please enter any additional information you may have (e.g. vendor code) or upload any relevant attachments which might assist your client in locating you in their vendor master data (e.g. a copy of a purchase order). Click connect. If you wish to connect to multiple Conagra buyer entities please click Show Group and tick all the entities you wish to connect to, click connect





4. Your request will now be processed by Tungsten Network support, who will contact your client to confirm that you are trading partners and to provide Tungsten Network with the unique vendor code assigned to you in their system. Please note the ticket reference number. You can view the status of your request by clicking on Help and Support (top right of the page) and then clicking on My Tickets



5. Once your customer approves the connections this will be added and you will receive a notification. Once connected to Conagra you will be able to view your POs, submit invoices and view the status of your invoices to Conagra

## **Further resources for Conagra suppliers using Tungsten Network:**

Conagra's microsite on the Tungsten Network: <a href="https://www.tungsten-network.com/conagra/">https://www.tungsten-network.com/conagra/</a>

Tungsten Network support phone numbers: <a href="https://www.tungsten-network.com/customer-campaigns/conagra/us/support/">https://www.tungsten-network.com/customer-campaigns/conagra/us/support/</a>

Tutorial videos: https://www.tungsten-network.com/us/support/tutorials/