

SUPPLIER RELATIONSHIP MANAGEMENT (SRM)

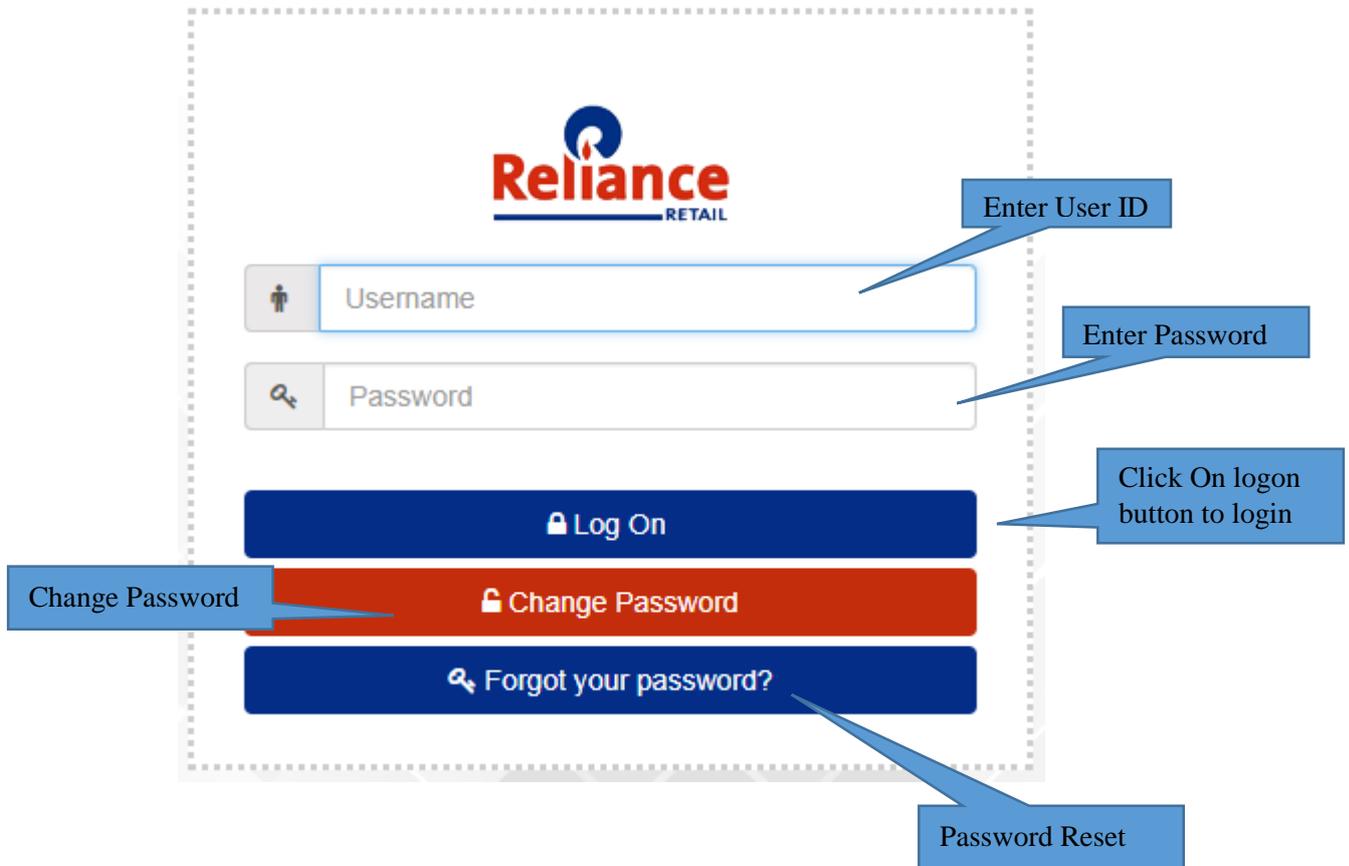
*U*SER MANUAL

VERSION 1.0



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1 LOGON SCREEN

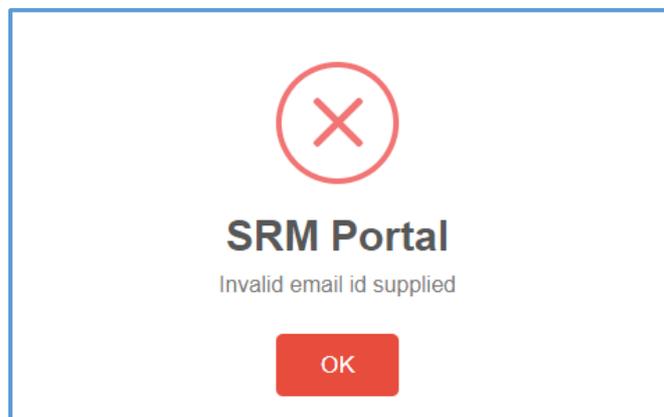


1.1 Password Reset:

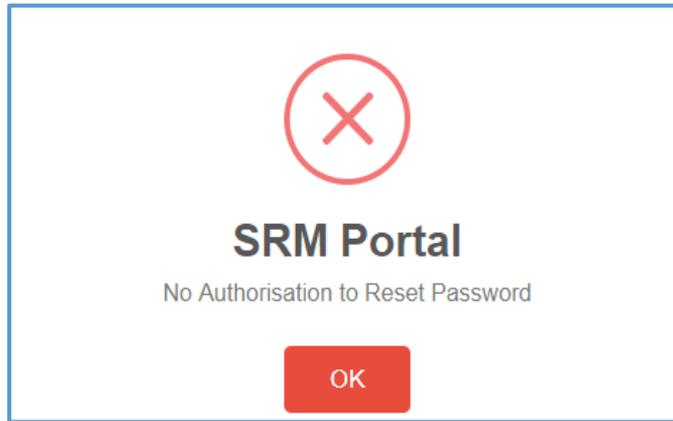
To reset password or unlock user ID, click on 'Forgot your password' button, following new screen will open.

The screenshot shows the 'Reliance RETAIL Reset Password' form. It features two input fields: 'username' and 'email id'. Below these fields are two buttons: a blue 'Submit' button and a red 'Clear' button. Callout boxes point to the 'username' field (labeled 'User ID'), the 'email id' field (labeled 'Valid Email ID'), and the 'Submit' button (labeled 'Submit').

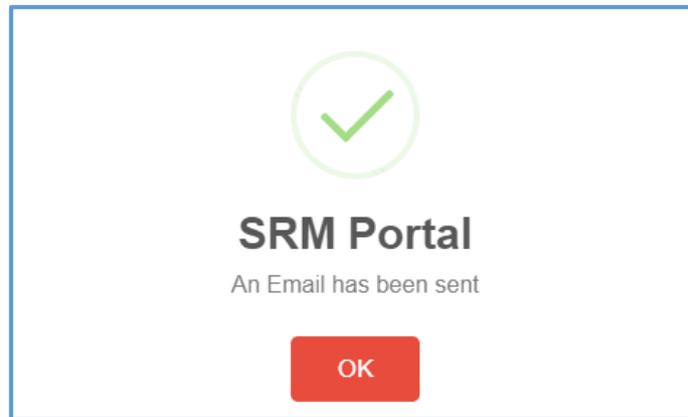
1. Enter Valid SRM user ID and email ID that has been shared and mapped with Reliance Retail vendor master.
2. Click on submit button to reset password.
 - a. If Email id entered is not available with Reliance Retail vendor master then following error message will appear.



- b. If Email id exist in Reliance Retail vendor master but authorization to reset password is missing then following error message will appear.



- c. On successful password reset following success message will be appear and a onetime password (OTP) will be sent to entered email id and password reset intimation will be sent to all other email ids maintained in Reliance Retail vendor master.



- d. Login on SRM portal with OTP sent via Email.