

CHEMISTRY THAT MATTERS™



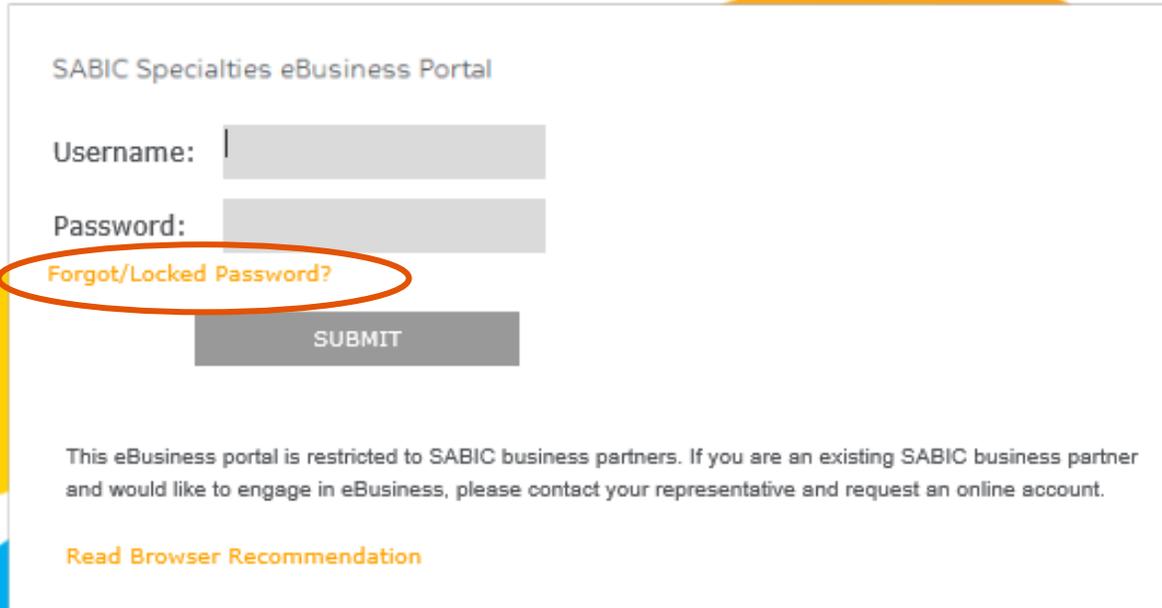
# MANAGE SABIC SPECIALTIES WEB PORTAL PASSWORD

February 2022



## FORGOT / UNLOCK PASSWORD

In case you have forgotten your password or need to unlock your password for the Specialties web portal:  
Go To: <https://ebusiness.shpp.com/irj/portal> and click on: **Forgot/ Locked Password link.**



SABIC Specialties eBusiness Portal

Username:

Password:

[Forgot/Locked Password?](#)

SUBMIT

This eBusiness portal is restricted to SABIC business partners. If you are an existing SABIC business partner and would like to engage in eBusiness, please contact your representative and request an online account.

[Read Browser Recommendation](#)

## FORGOT / UNLOCK PASSWORD

---

- Enter your e-mail address / user ID for our SABIC Specialties web portal.
- Click “submit” button
- A new temporary password will be sent to your email address.

eBusiness Portal

**Please Enter you email id to generate password.**

**Generate Password**

Email

SUBMIT

CANCEL



Note: the email from SABIC Specialties might end up in your junk email / spam box!

## FORGOT / UNLOCK PASSWORD

---

Keep this screen open and go to your email to find the automated email. Shown below...

### Reset Password

The Password has been set for userid [YourName@YourCompany.com](#) having email id [YourName@YourCompany.com](#). Please click on the below button for login page.

[back](#)

-----Original Message -----

**From:** <[SHPPENDADITAUTHORIZATIONTEAM@shpp.com](mailto:SHPPENDADITAUTHORIZATIONTEAM@shpp.com)>

**Date:** Sat, Nov 21, 2020, 9:18 PM

**To:** YourName@YourCompany.com

**Subject:** Fwd: Password Reset

**Message:** Your password has been reset. Your new password is fDY\$\_96FOP

Temporary Password is case sensitive & must be typed in the field, please DO NOT Copy/Paste. Please change upon a successful log-on.



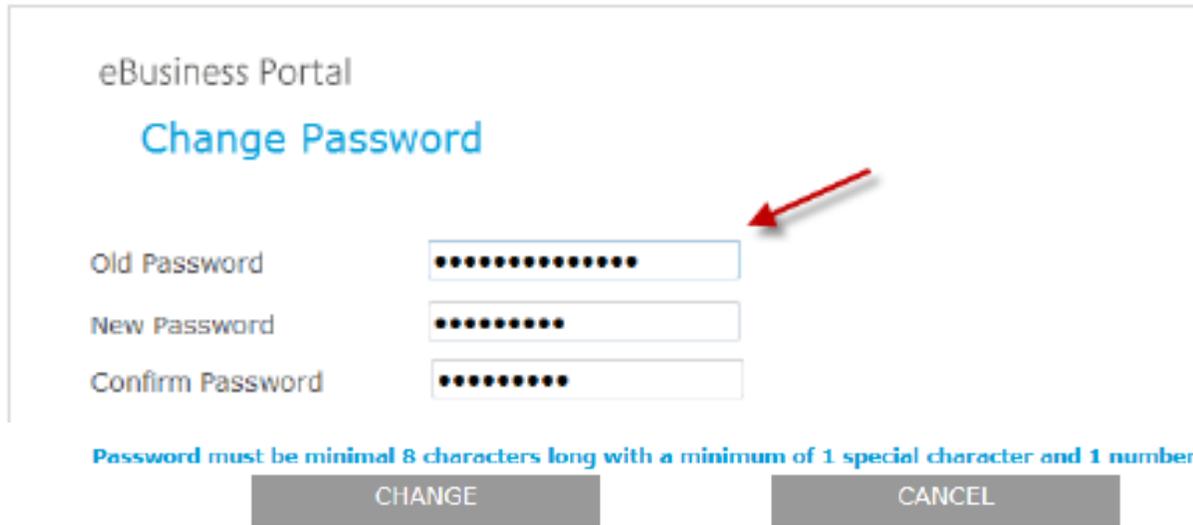
Note: the email from SABIC Specialties might end up in your junk email / spam box!

## HOW TO CHANGE YOUR PASSWORD

---

The system will now ask you to change the password you received by e-mail.

Enter the temporary password that you received by e-mail and create your own personalized password to get access again to the SABIC Specialties e-Commerce Portal.



eBusiness Portal

### Change Password

Old Password

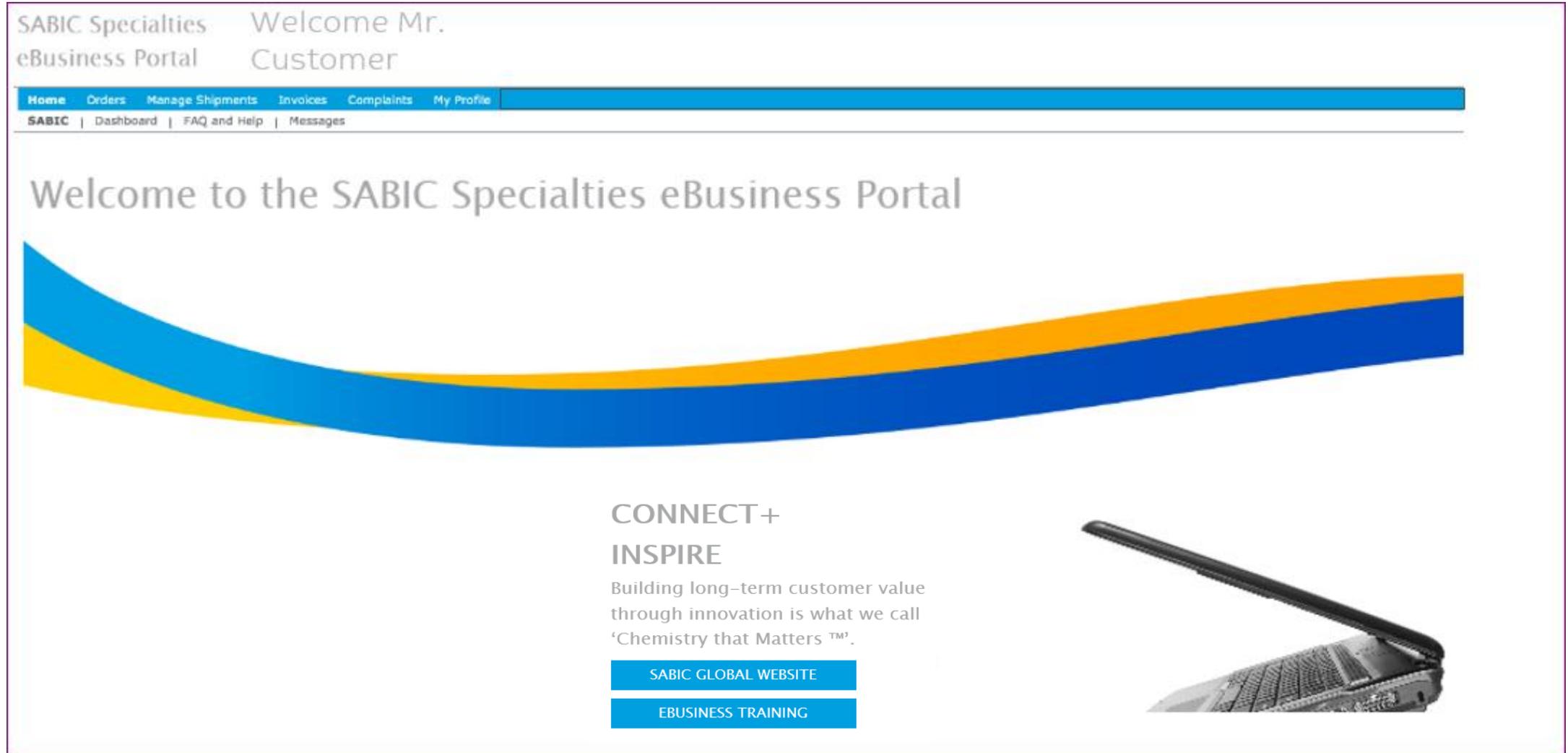
New Password

Confirm Password

**Password must be minimal 8 characters long with a minimum of 1 special character and 1 number.**

 Please note password must be minimal 8 characters long with 1 special character and 1 number!

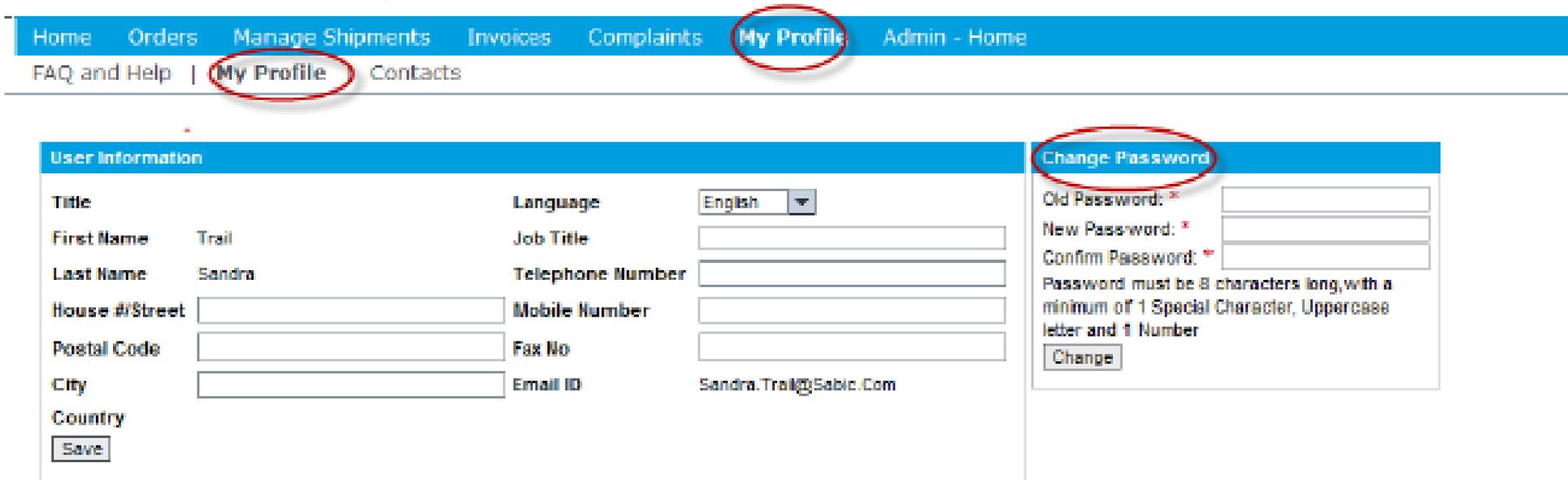
YOU ARE BROUGHT TO THE SABIC SPECIALTIES HOME PAGE AND NOW YOU CAN START USING THE SPECIALTIES WEB PORTAL AND ORDER YOUR PRODUCTS.



The screenshot shows the SABIC Specialties eBusiness Portal. At the top left, it says "SABIC Specialties eBusiness Portal" and "Welcome Mr. Customer". Below this is a navigation bar with links: Home, Orders, Manage Shipments, Invoices, Complaints, My Profile, and a "SABIC" logo. Further down, there are links for "Dashboard", "FAQ and Help", and "Messages". The main heading reads "Welcome to the SABIC Specialties eBusiness Portal". A large decorative graphic with blue and yellow wavy bands spans across the page. Below this, the text "CONNECT+ INSPIRE" is displayed, followed by the tagline "Building long-term customer value through innovation is what we call 'Chemistry that Matters™'". Two blue buttons are visible: "SABIC GLOBAL WEBSITE" and "EBUSINESS TRAINING". On the right side, there is an image of a laptop computer.

## HOW TO CHANGE YOUR PASSWORD VIA THE SABIC SPECIALTIES WEB PORTAL?

Once you have access to the Portal your password can also be changed via the tab [My Profile](#).



The screenshot displays the 'My Profile' tab in the Sabic Specialties Web Portal. The navigation menu includes Home, Orders, Manage Shipments, Invoices, Complaints, My Profile, and Admin - Home. The 'My Profile' tab is highlighted. Below the navigation, there are links for FAQ and Help, My Profile, and Contacts. The main content area is divided into two sections: 'User Information' and 'Change Password'. The 'User Information' section contains fields for Title, First Name (Trail), Last Name (Sandra), House #/Street, Postal Code, City, Country, Language (English), Job Title, Telephone Number, Mobile Number, Fax No, and Email ID (Sandra.Trail@sabic.com). A 'Save' button is located at the bottom of this section. The 'Change Password' section contains fields for Old Password, New Password, and Confirm Password, along with a 'Change' button. A password requirement note states: 'Password must be 8 characters long, with a minimum of 1 Special Character, Uppercase letter and 1 Number'.



For any support around our web portal → please contact your local Customer Service Representative.



THANK YOU

