



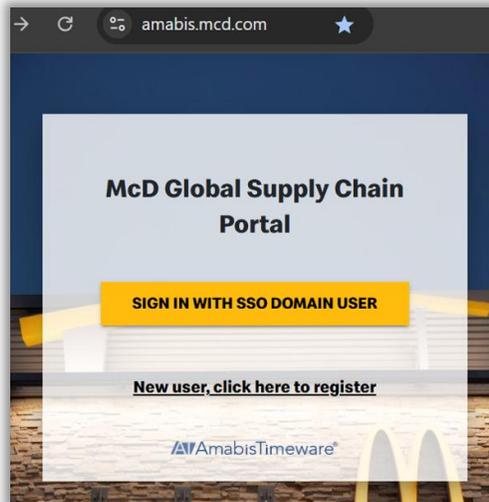
## Amabis McDonald's Portal: Access Instructions

Access to Amabis is now possible only using your personal McDonald's e-ID. The procedure is called SSO (Single Sign On) and within the same internet session it will allow you to navigate across the different McDonald's portals without needing to login into each of them.

**How to perform SSO access?** The following procedure will guide you through each step.

### Step 1: Amabis Login Page

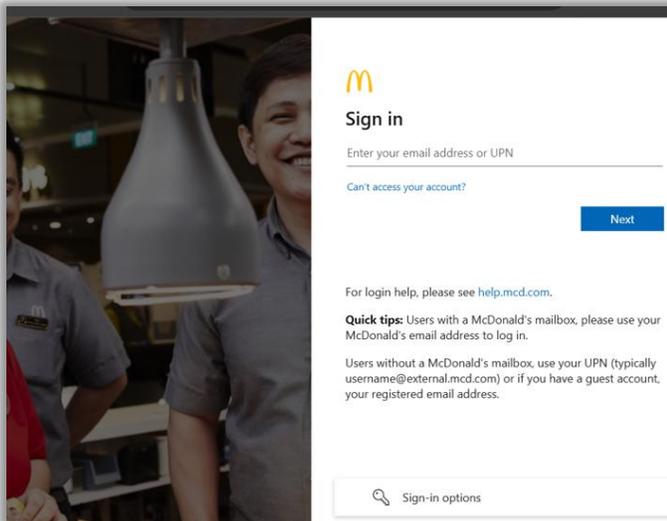
On your PC, open your browser and go to <https://amabis.mcd.com/> then click on "SIGN IN WITH SSO DOMAIN USER". You will be redirected to the Microsoft Authentication page.



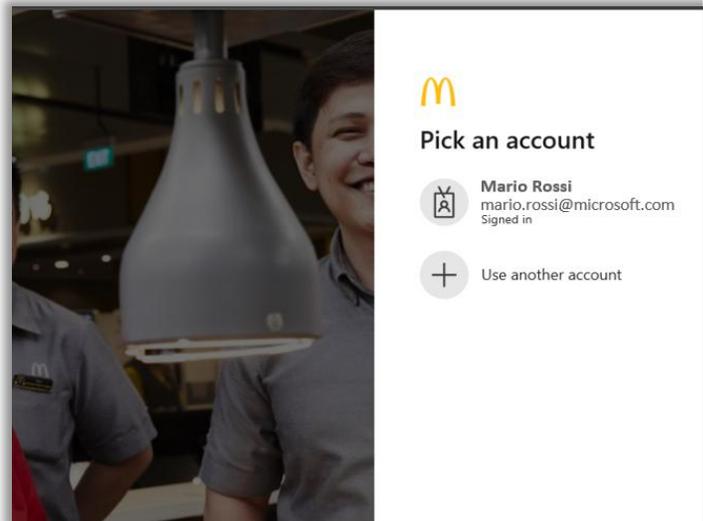
### Step 2: Microsoft Authentication Page

Here two different scenarios could open for you:

#### Scenario 1: Not logged yet with any Microsoft accounts:



#### Scenario 2: Already logged with a Microsoft account:

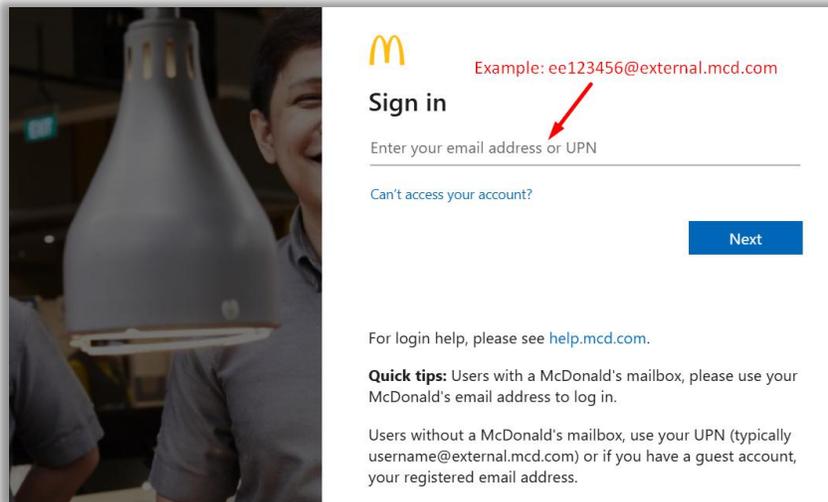


**According to the scenario you'll face, follow the respective instructions below.**



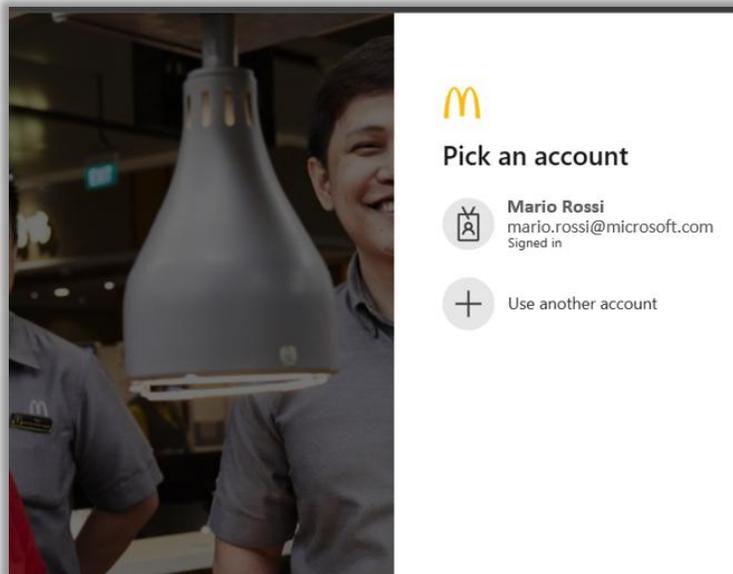
### Scenario 1: Not yet logged with any Microsoft accounts

If the Microsoft authentication page looks like the below screenshot, replace “Enter your email address or UPN” with your McDonald’s *e-ID* followed by “@external.mcd.com” and click on “Next”.



### Scenario 2: Already logged with a Microsoft account:

If the Microsoft authentication page looks like the below screenshot, click on the suggested existing account only if this is a McDonald’s account (eg. @external.mcd.com or other McDonald’s domains). Otherwise, click on “+ Use another account”. The page will refresh and will look like the above screenshot (scenario 1). Replace “Enter your email address or UPN” with your McDonald’s *e-ID* followed by “@external.mcd.com”.



**IMPORTANT:** The username to use on the Microsoft Authentication page is your McDonald’s *e-ID* followed by “@external.mcd.com”. As an example, if your McDonald’s e-ID is “ed123456” enter “ed123456@external.mcd.com”.

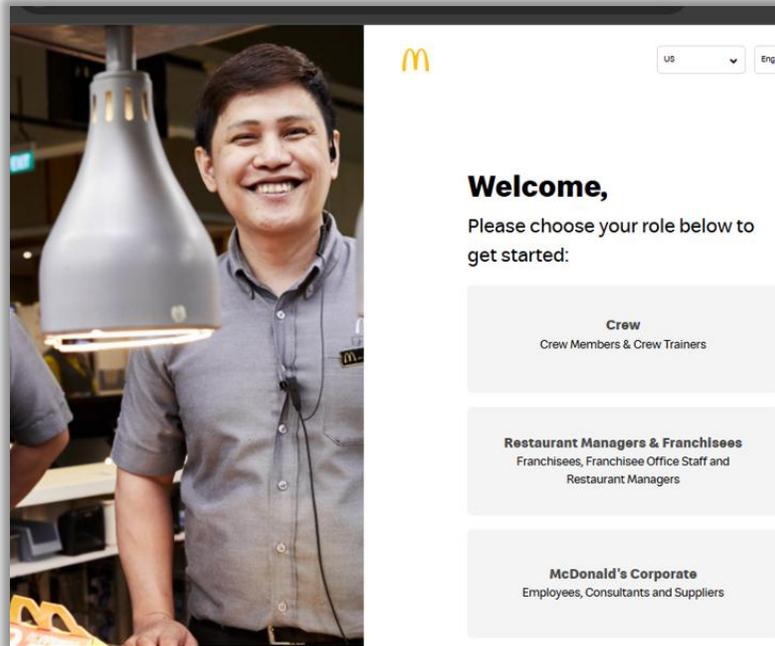
The McDonald’s e-ID is not the Amabis 6-digit code you might have used for accessing Amabis in the past.

In case you do not remember your McDonald’s e-ID, request this information sending an e-mail to [supplychainsupport@us.mcd.com](mailto:supplychainsupport@us.mcd.com)

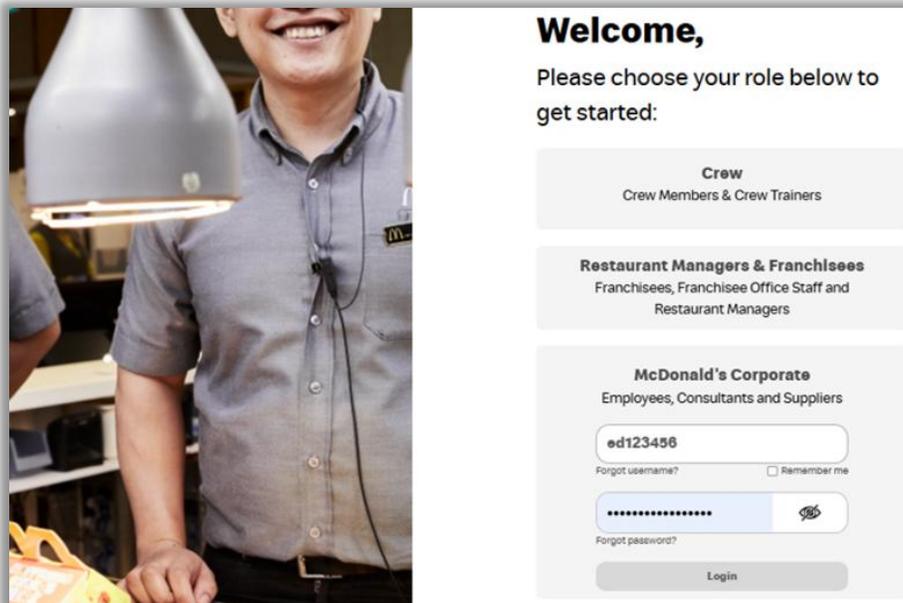


### Step 3: McDonald's Authentication Page

The McDonald's Authentication Page looks like the below screenshot. Proceed selecting your role (for suppliers, click on "McDonald's Corporate", the lowest tab).



Enter your McDonald's **e-ID** (here not followed by @external.mcd.com) and **e-ID password**, then click on "Login".



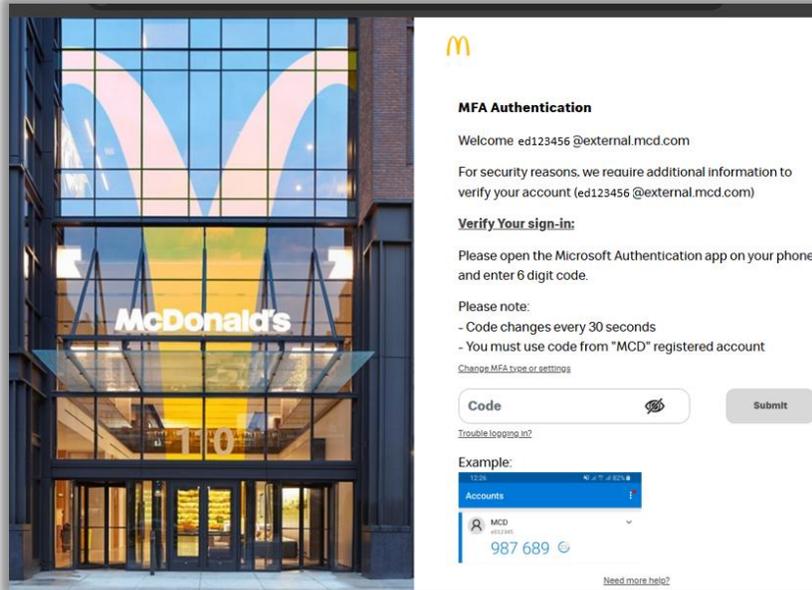
**IMPORTANT:** You are not supposed to use here the Amabis 6 digit code and related password used to access Amabis in the past.

If you do not remember your McDonald's e-ID and/or e-ID password, from this page you can request it by clicking the "Forgot Username?" and "Forgot password?" links available just below each field.



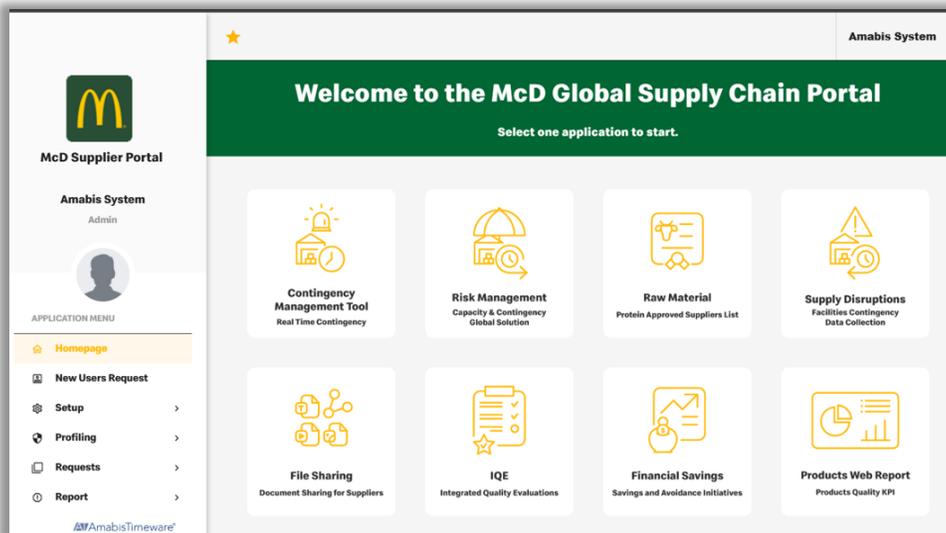
## Step 4: MFA Authentication

To complete the login on the McDonald's system, multi-factor authentication is now mandatory. If it's your first access, please follow the steps listed in the other attachment you received (MFA Registration Guide.docx). If the MFA registration is completed, proceed entering the temporary 6-digit code generated by the **Microsoft Authentication app** and click on "Submit".



## Step 5: Redirection to the Amabis Homepage

Once completed the steps described above, you will automatically be redirected to the **Amabis Homepage**.



Please note that the number of application's displayed in the Amabis Homepage depends by your profile's setup.

If you have any questions or seek assistance, please contact us through [this link](#), or write at [supplychainsupport@us.mcd.com](mailto:supplychainsupport@us.mcd.com)