How to activate your MyLogisticsHub account





01

In your invitation email, use the **MyLogisticsHub Portal Invitation** link to begin.



02

If you are logged into a Microsoft account on your machine, you will be prompted to accept the permissions. If you do not have a Microsoft Single Sign On (SSO), you will need to create a free account and then accept permissions.

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03

Select privacy preferences for your profile on the left side.

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04

Enter your profile details and you're all set. You are now in MyLogisticsHub. You will receive a confirmation email from Microsoft that you can disregard.

05

Select the Business Analytics icon to load your dashboard.



06

Congratulations! You can now view your transportation activity. For additional training resources on how to navigate within the Business Analytics tool, please visit our Resources page with Videos and Reference Guides at <u>readylogistics.com/getready</u>