

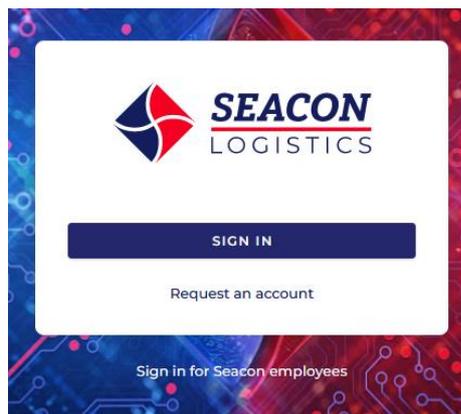
[Work instruction Seaconnect Portal Seacon Logistics](#)

This work instruction is to support customers to request an account for the SeaConnect portal of Seacon Logistics.

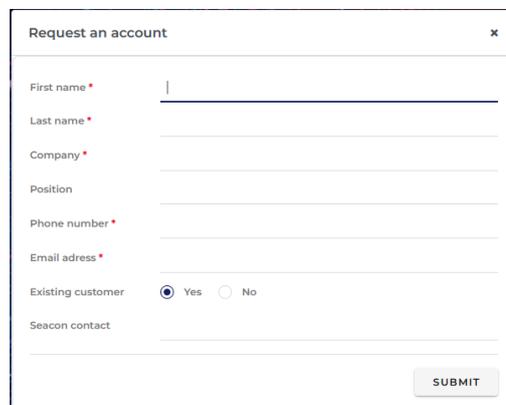
This work instruction is confidential and not for distribution.

1. Requesting an Account

- ◆ Go to the Seaconnect portal:
<https://seaconnect.seaconlogistics.com/>

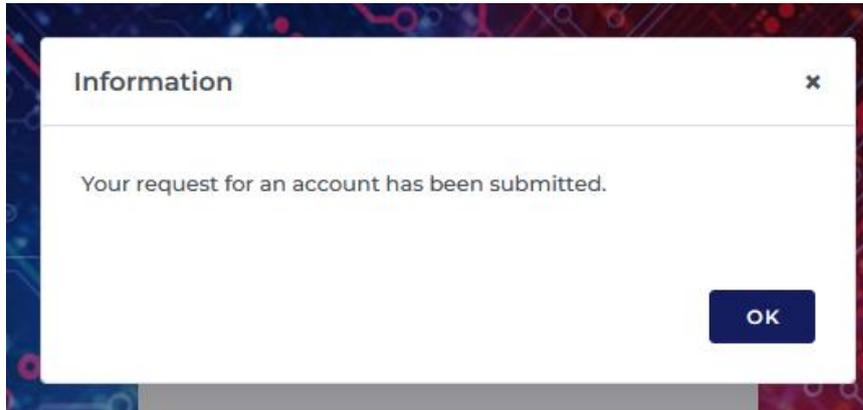


- ◆ Click on the button Request an account:



- ◆ Fill in the required fields

- ❖ Click "Submit"
- ❖ After submitting, the following pop-up will appear



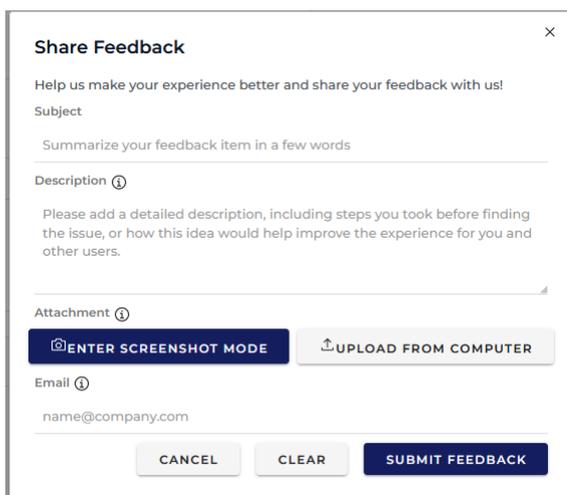
- Note: You will receive an account authorization e-mail within 5 working days
- ❖ As this e-mail may be seen as Spam, please make sure to check the Spam-inbox

2. Support

- ❖ In case of errors or unclarities, please contact the team for support:
- ❖ Support e-mail: seaconnect@seaconlogistics.com

3. Feedback

- ❖ Once access is granted to the Seaconnect Portal, please be aware that there is a feedback button available on the right
- ❖ After you click on the button the following window will open:

A screenshot of a "Share Feedback" form. The title is "Share Feedback" with a close button (X). Below the title is the text "Help us make your experience better and share your feedback with us!". The form has three main sections: "Subject" with a text input field and the instruction "Summarize your feedback item in a few words"; "Description" with a text area and the instruction "Please add a detailed description, including steps you took before finding the issue, or how this idea would help improve the experience for you and other users."; and "Attachment" with two buttons: "ENTER SCREENSHOT MODE" and "UPLOAD FROM COMPUTER". At the bottom, there is an "Email" field with the placeholder "name@company.com" and three buttons: "CANCEL", "CLEAR", and "SUBMIT FEEDBACK".

- ❖ Help us make your experience better and share your feedback with us!