# Enrolling in Partner Advantage
## Quick Reference Guide

This overview of Google Cloud Partner Advantage is for informational purposes and does not amend or supplement any written agreements between you and Google. If you have questions about Google Cloud Partner Advantage go to https://cloud.google.com/partners/become-a-partner. If you're still not able to address enrollment or login issues after reading this quick reference guide, please open a support case.

# Enrolling in Partner Advantage

Google Cloud Partner Advantage is a rewarding program built for and with partners. It has been designed to maximize our partners' success across business models, customer requirements, success metrics, and strategic priorities.

The partner enrollment process consists of three steps:

1. Filling out the Partner Advantage application form.
2. Logging into the Partner Advantage portal
3. Setting up your Member account

Before enrolling in Partner Advantage, you should ensure:

- Your organization does not already have an account
- You are authorized to sign the Partner Advantage agreement on behalf of your organization
- You are the right person to act as a Partner Administrator for your organization (provisioning other users, updating your Partner Directory listing, etc.)

# Setting up a new member account overview

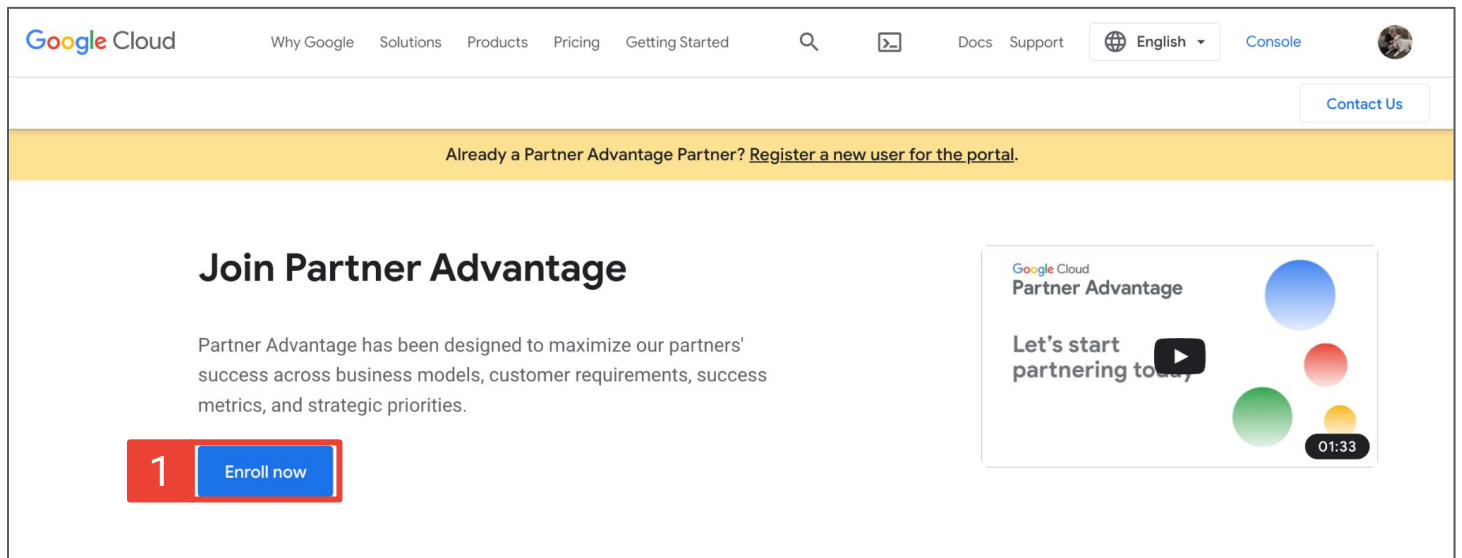| Capabilities | Partner Users | Partner Admins |
|---|---|---|
| Can view My Account information? | Yes | Yes |
| Can edit My Account information? | No | Yes |
| Can add a new Contact? | No | Yes |
| Can edit My Profile information? | Yes | Yes |

## Setting up a new member account overview

The partner enrollment process consists of three steps:

1. **Complete** the member enrollment form.
2. **Log in** to the system by creating a Google account from the link in the welcome email.
3. **Set up** the member account by adding contacts and completing account information.

# Complete the member enrollment form

1.  To access the enrollment form click **Enroll Now** at
    https://cloud.google.com/partners/become-a-partner

# Complete the member enrollment form

2. Select your preferred language from the drop-down.

3. Read the instructions on top of the page for guidance on the form. The Instructions / Request Support links are available on each step of the form. There are three steps (pages).

4. Set up as the Partner Admin contact for the new account, start by entering your business **Contact Information**.

5. Complete Step 1 by selecting the **engagement(s) of interest** and **solution(s) of interest** for your company.

6. Click **Next** to move to Step 2.

## Complete the member enrollment form

7. Step 2 requests your **company information**, including headquarters address, number of employees, customers, and total annual revenue.

   When completing your Account Domain details, ensure your corporate email address and account domain match.

8. Click **Next** to move to the final step.

# Google Cloud
## Partner Advantage

# Completing the member enrollment form

9. Step 3 requests information about your **product area** (required if applying for Build Engagement Model authorization).

10. The **Partner Program Agreement** is also displayed. Carefully read the Partner Program Agreement and select both checkboxes to confirm that you are authorized to sign and that you agree to the Terms and Conditions on behalf of your company.

11. Click **Submit**.

Step 3 of 3

English

**9** Your Products

Japanese - 日本語

\* Product Area

Business Applications
Containers
Content Management
Data and Analytics
Databases

**10** Terms of Use

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GOOGLE CLOUD & GOOGLE FOR EDUCATION PARTNER PROGRAM AGREEMENT

This Google Cloud & Google for Education Partner Program Agreement (the "Agreement") is between Google LLC ("Google") and the entity accepting this agreement ("Partner"). If you are accepting this Agreement on behalf of Partner, you represent and warrant that: (a) you have full legal authority to bind Partner to this Agreement; (b) you have read and understand this Agreement; and (c) you agree, on behalf of Partner, to this Agreement. If you do not have legal authority to bind, please do not check the checkbox to indicate your agreement to these terms.

1. Google Cloud and Google for Education Partner Program

1.1 Program Overview. This Agreement governs Partner and relevant Affiliates' membership in the Google Cloud and Google for Education Partner Program ("Program"). Together with the Program Guide, this

☐ \* I confirm I am authorized to agree on behalf of the Company

☐ \* I agree to the Terms and Conditions

PREVIOUS       SUBMIT **11**

# Log into the Partner Advantage portal

Once you've completed the enrollment form, you'll be able to log into the Partner Advantage portal for the first time. Please read through [Logging into Partner Advantage Portal QRG](#) for step-by-step instructions.

Note that you will need to set up a Google account or connect your existing Google account to your business domain.

# Select your opt in communication preferences

Once you are in the Partner Advantage portal, you can finish setting up your new member account.

1. Review/update your business contact information.
2. Opt In/Opt Out of your communication preferences.
3. Click **Save**.

When logging in to the portal the first time, US and India residents will automatically be opted in and can change communication preferences at any time. However, we highly recommend that you opt in so you can be made aware of any news or updates.

**1**

Welcome to the Google Cloud Partner Advantage Portal

Your user profile is missing some information that is required to continue. Please update your address information on your profile.

Street

*Country
--- None ---

Zip/Postal Code

Mailing State/Province

City

UPDATE PROFILE

Marketing Communication Preferences

Sign me up to receive news, product updates, event information and special offers about Google Cloud from Google. I understand my personal data will be processed in accordance with Google's Privacy Policy.

**2**
- Yes, sign me up!
- No thanks, not right now.

You may update or customize your communication preferences at anytime through your User Profile Settings.

**3** SAVE

# Add users to the account

1. Partner Admins can add users by navigating to the Program tab and selecting **My Status**.
2. Under **Account Contacts** click on the **+Add More** button to add individual contacts.





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# Google Cloud Partner Advantage
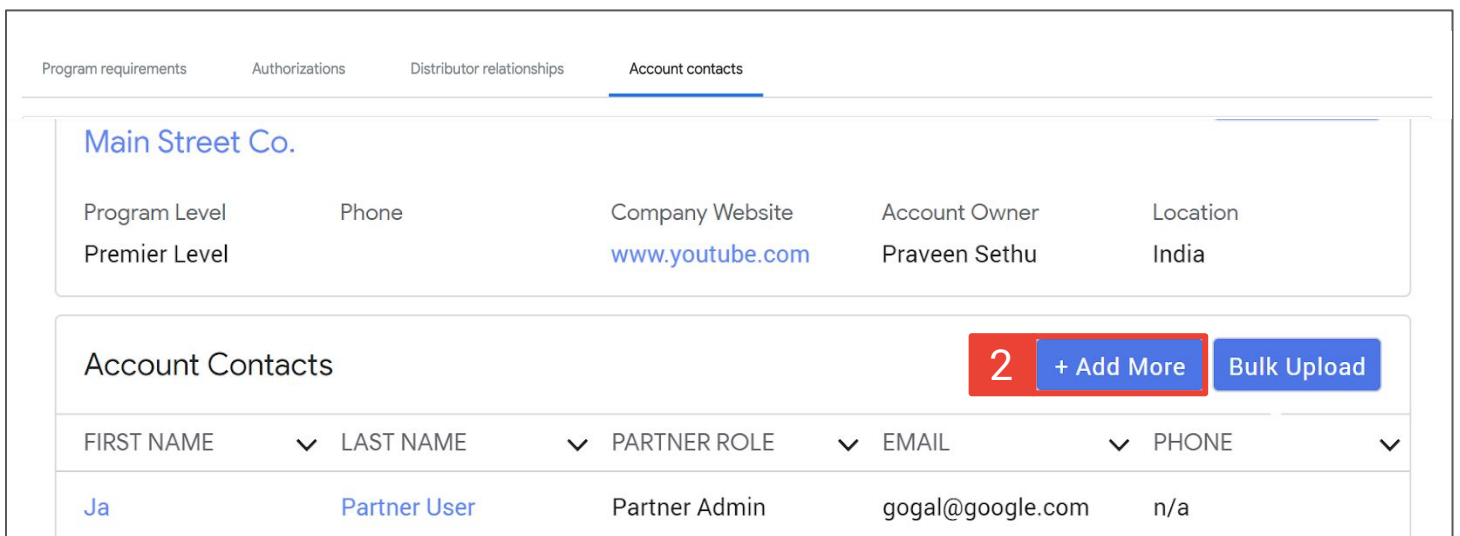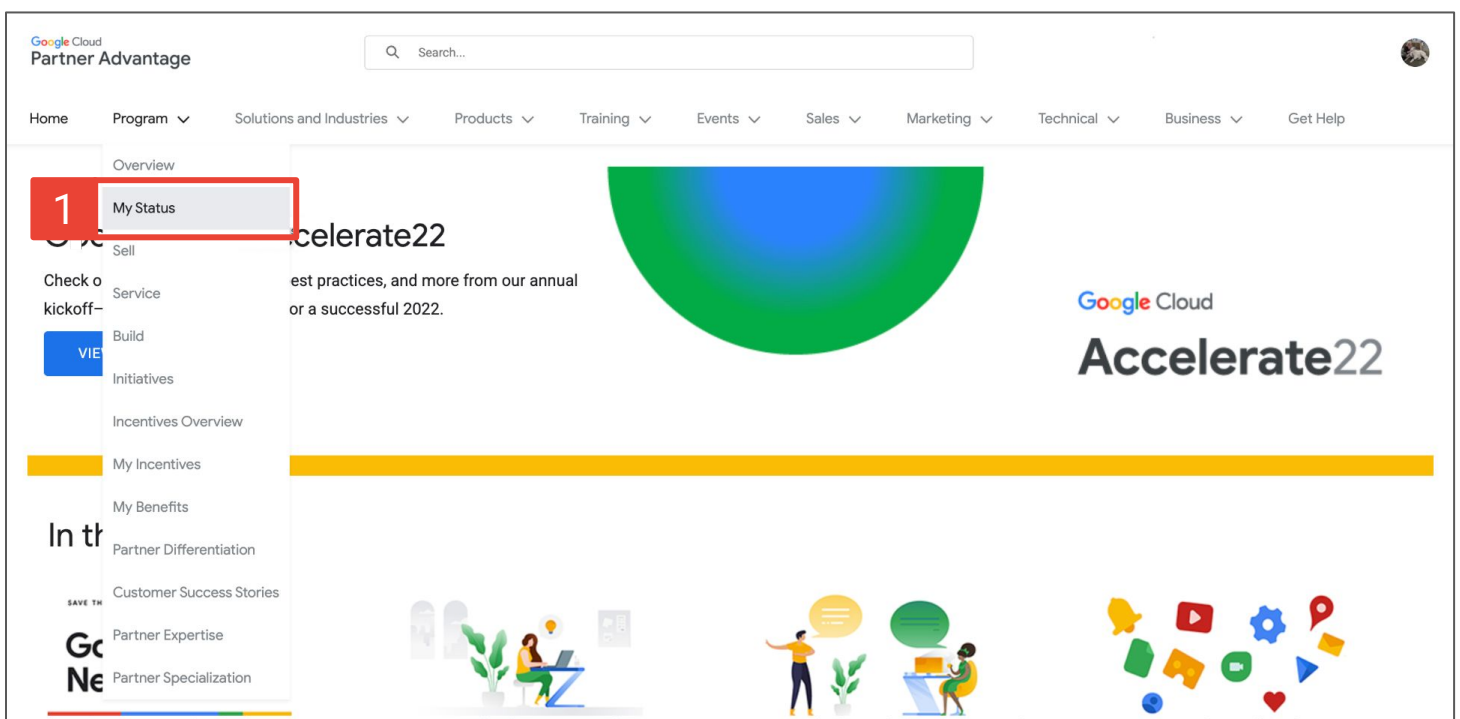
# Add users to the account

3. Complete **Account Contact** form fields.
4. Click **Save**.

# Add users to the account by bulk upload

Partner Admins can add users by navigating to the Program tab and selecting **My Status**.

1. Under the **Account Contacts** tab click on the **Bulk Upload** button.
2. Click **New**.
3. Select **Partner Contact Upload**.
4. Click **Next**.

# Add users to the account by bulk upload

5. Complete the form fields.
6. Click **Save**.
7. Click **Templates** to access the bulk upload template. Make a copy of the template and populate contact data. Download the document as a .csv file.
8. Upload the file under the **Files** component.
9. Click **Submit** to import the bulk upload.

# Accept a self-registration user (for Partner Admins)

1. When someone self-registers, the Partner Admin will receive an email stating that a member in your organization has registered. To approve the user click **Please sign in** directing you to the Partner Advantage portal.
2. From the portal, click on **My Account**.
3. Scroll down to **Self-registration users to Process**. A list of names will appear of users that will need to be approved. Click on the desired user.



**NOTE**: Email sent to Partner Admins when someone self registers on their account will go to spam inbox. Be sure to check spam inbox and click **"not spam'**.

# Accept a self-registration user (for Partner Admins)

4. Click the **Approve** button.
5. You will see a notification confirming that the approval was submitted.

# Reject a self-registration user (for Partner Admins)

1. Click on **Edit.**
2. A pop up window will appear to edit the contact. Scroll down and check **Is Community Access Enabled?**