

Microsoft  
Partner  
Network

# **Transition your Microsoft Partner Network Membership Management**

**Standard Transition  
April 2019**

# Transitioning your membership management

- **We have moved Microsoft Partner Network (MPN) membership management from Partner Membership Center (PMC) to the partner center—the single destination to manage your business relationship with Microsoft.**

**To continue using your existing membership benefits, you need to move your account now.**

- **Your active enrollment in Microsoft Action Packs (MAPs) or competencies, as well as their associated benefits will move with your account.**
- **Your access to Microsoft learning portals remain the same.**

- **After you complete your membership management transition, sign in to the partner center using your work email to manage your account.**

- **Update your contact information to ensure you and your team stay up to date on important news and announcements.**
- **Review the user roles and permissions and be sure to reassign roles and permissions to your team so they can access benefits and help manage your membership.**
- **Create your organization's business profile to connect with more customers.**
- **Track your progress against requirements to attain, purchase, or renew Gold or Silver competencies and access associated benefits such as Go-To-Market services.**

- **Support is available to you anytime during the transition process**

- **Get support: <https://partner.microsoft.com/support>**
- **Partner center help: <https://partner.microsoft.com/support/partner-center-help>**

# Before you get started

- 1** Ensure you have a work email address e.g. [johndoe@contoso.com](mailto:johndoe@contoso.com). We do not allow personal emails (examples: @live.com, @hotmail.com and @gmail.com).
- 2** Ensure the individuals in your organization who manage your current Partner Membership Center (PMC) account and are authorized to sign legal agreements on your company's behalf are available during the transition process
- 3** **Sign in** to PMC and verify your organization details, primary program contact, business locations, and update your approved users before you start the move.

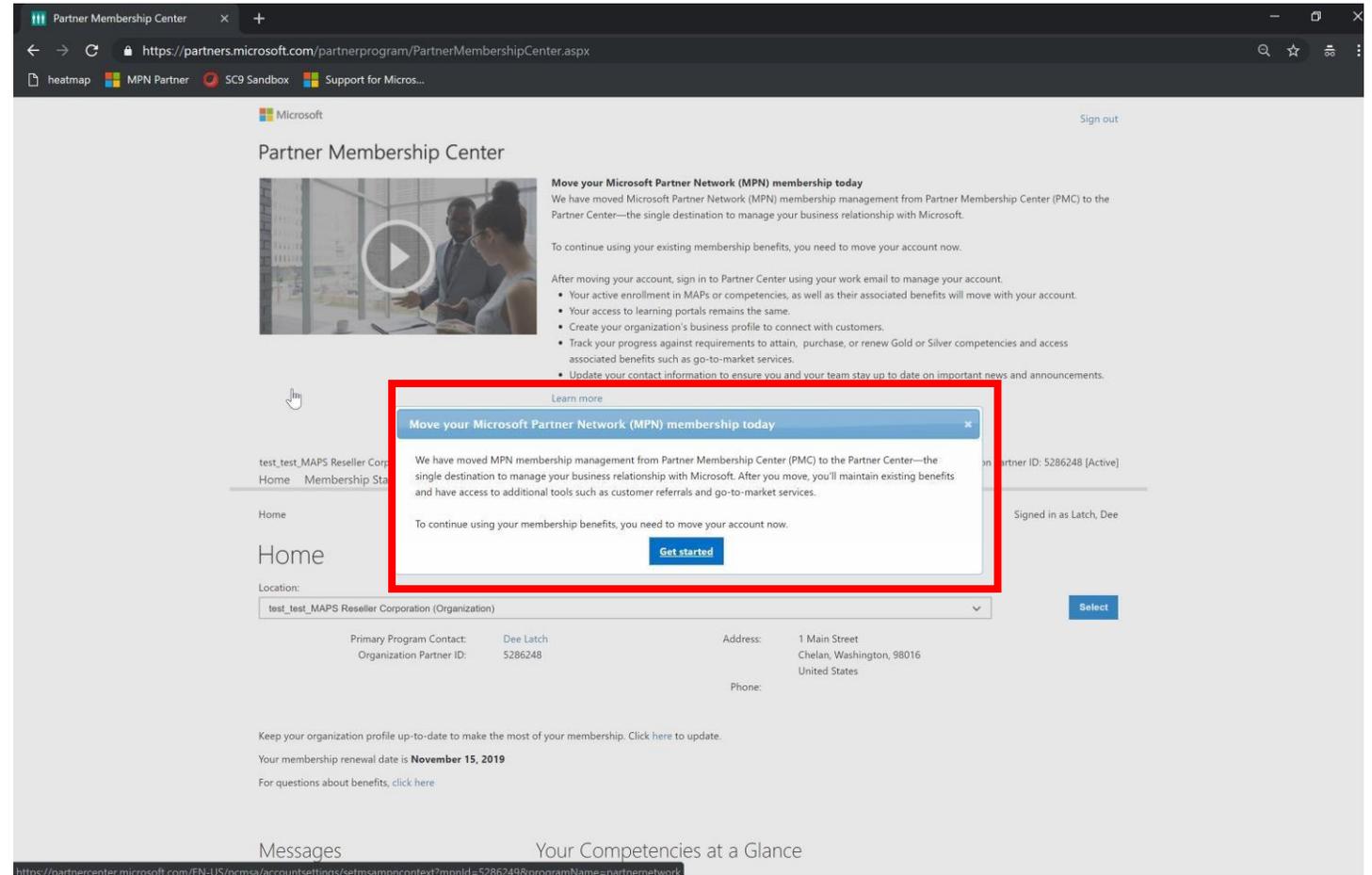
**Note:** If you are a partner in China and enrolled in both the Microsoft Partner Network and Cloud Solution Provider (CSP) Program you will have a separate tenant for each account. Your account with the Cloud Solution Provider Program is managed on the national cloud and your Microsoft Partner Network account is managed on the global cloud. The two accounts cannot be linked.

# Get started in PMC

Your organization has been invited to transition your Microsoft Partner Network membership management to partner center.

Your primary program contact can begin the process by signing in to Partner Membership Center (PMC): <https://partners.microsoft.com>.

1. Ensure all of your account information is up to date in PMC.
2. A prompt will ask you to start the account transition process.
3. Click 'Get Started' and follow the instructions presented by the in-tool wizard.



The screenshot shows the Microsoft Partner Membership Center interface. A red box highlights a modal dialog titled "Move your Microsoft Partner Network (MPN) membership today". The dialog contains the following text:

We have moved Microsoft Partner Network (MPN) membership management from Partner Membership Center (PMC) to the Partner Center—the single destination to manage your business relationship with Microsoft.

To continue using your existing membership benefits, you need to move your account now.

After moving your account, sign in to Partner Center using your work email to manage your account.

- Your active enrollment in MAPs or competencies, as well as their associated benefits will move with your account.
- Your access to learning portals remains the same.
- Create your organization's business profile to connect with customers.
- Track your progress against requirements to attain, purchase, or renew Gold or Silver competencies and access associated benefits such as go-to-market services.
- Update your contact information to ensure you and your team stay up to date on important news and announcements.

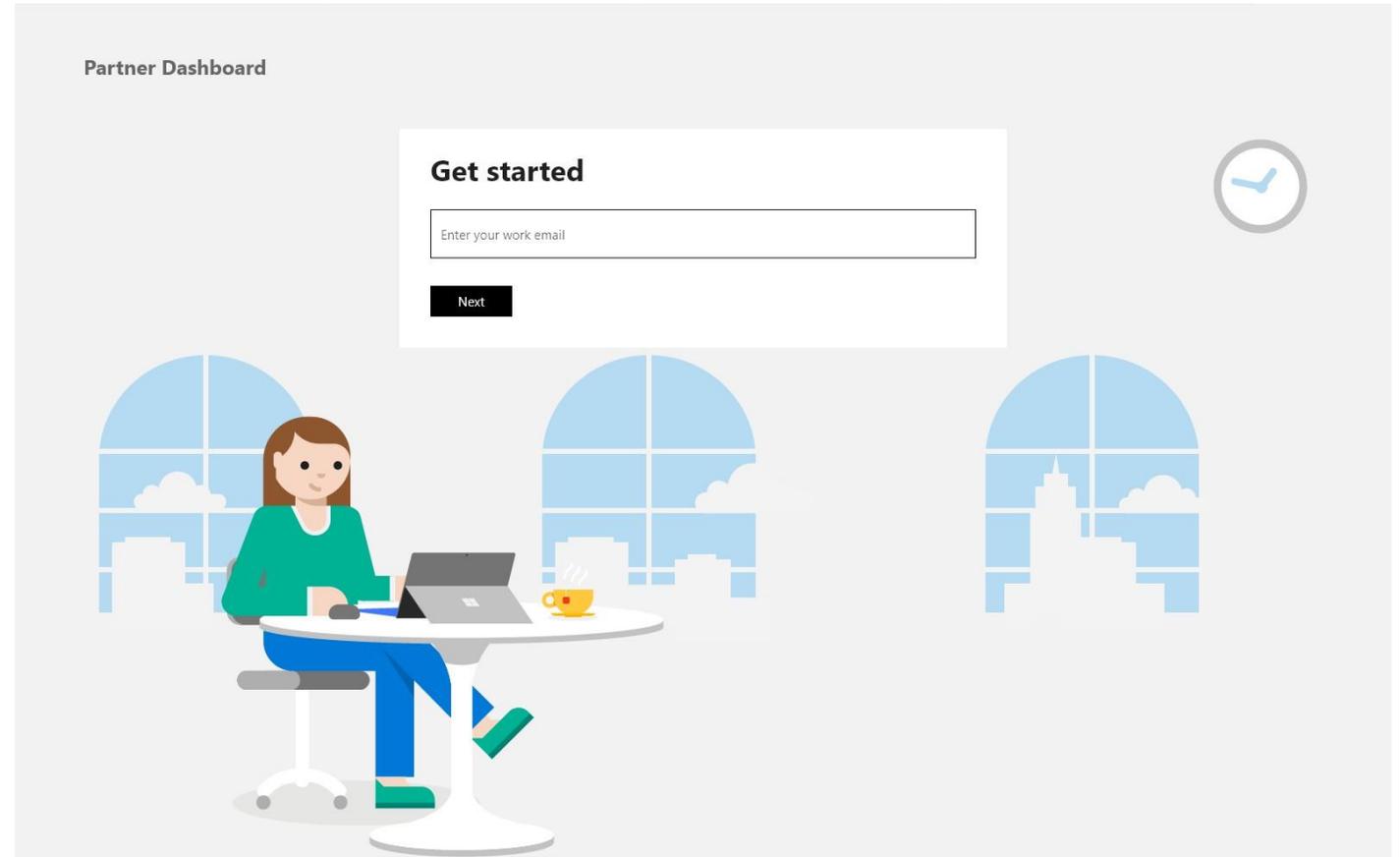
At the bottom of the dialog is a blue "Get started" button.

The background page shows the "Partner Membership Center" header, a "Sign out" link, and a video player. Below the video, there is a "Learn more" link and a "Get started" button. The page also displays organization information for "test\_test\_MAPS Reseller Corporation (Organization)" and a "Select" button.

# Get started by entering your work email address to log in and create an account

All users will require a work email address to access as personal email addresses such as @Hotmail, etc. are not accepted.

Click 'Next' to continue



# From the previous screen, you need to either **SIGN UP** or **SIGN IN** with the screen prompts to the right:

## SIGN UP

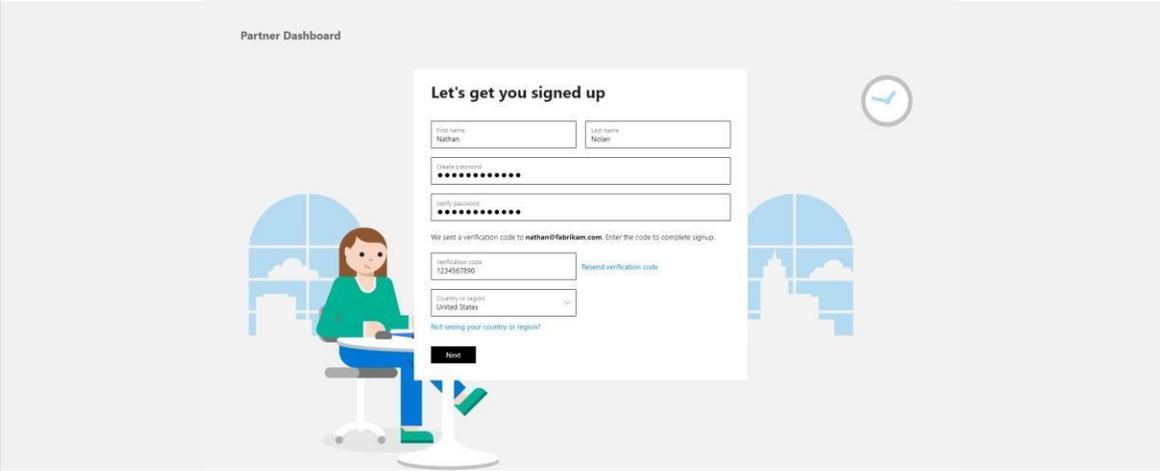
A screen will display with blank fields requesting more information. This means your work email address is NOT set up with an existing AAD tenant and you will be required to complete all fields and verify your work email address.

[Learn more](#)

OR

## SIGN IN

A screen prompt will ask you to 'Enter password'. This means your work email address is set up with an AAD tenant and you can sign in with your existing work email address and password.



# Once you have signed up or signed in

- Your organization information will be pre-populated on this page.
- It's very important to review and update each field as necessary for accuracy.
- Once you confirm the information is accurate, accept the Microsoft Partner Network agreement on behalf of your organization to complete the account set up.

Partner Center

## Tell us about your company

Agreement 1 of 2

**Your company info**

Country/Region United States  
Domain fabrikam.com

Company name  
Fabrikam

Address 1  
1234 5th Avenue

Address 2 (optional)

City  
Seattle

State  
Washington

ZIP  
98101

Location phone  
123 456 7890

**Primary contact**

Provide the details of the person in your company we should contact about your application. We'll use this information to verify that this person works at your company.

**Important:** We don't accept email addresses from web-based email services such as Gmail, Yahoo! Mail, iCloud Mail, AOL Mail, or Outlook Mail.

First name  
August

Last name  
Boisvert

Email  
august@fabrikam.com

Phone number  
123 456 7890

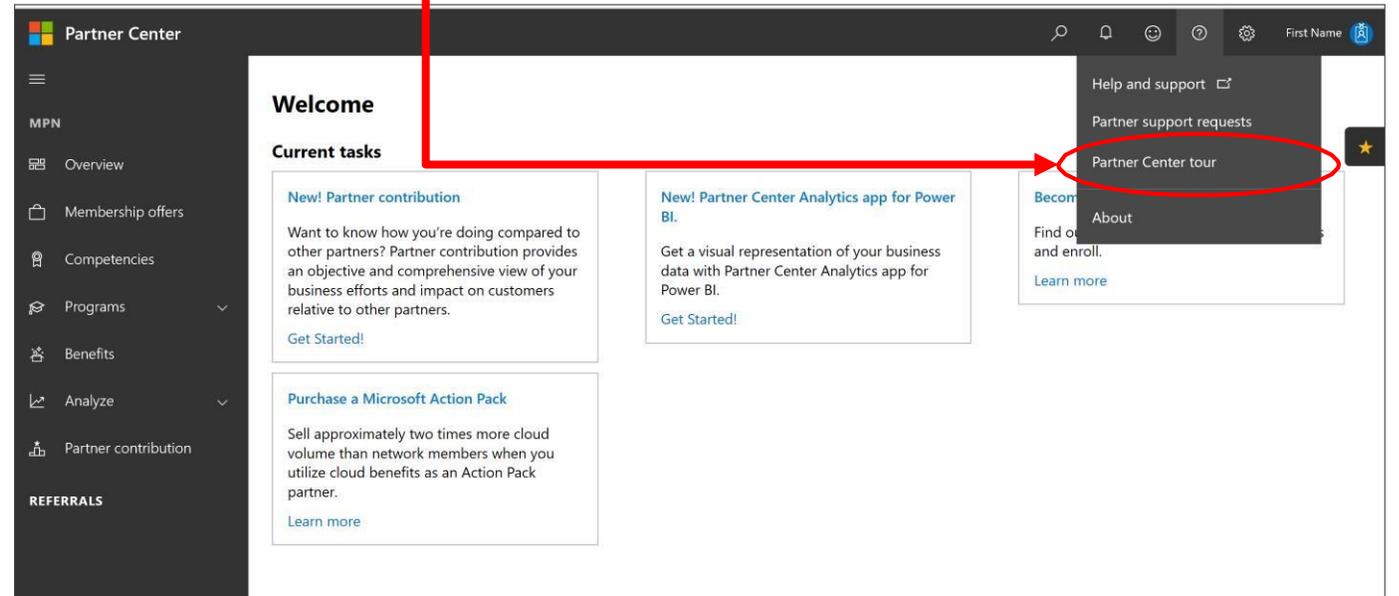
By selecting **Accept and continue**, I confirm that I'm authorized to act on my company's behalf and I agree to the terms and conditions in the [Microsoft Partner Network Agreement](#).

Accept and continue



# Next Steps (Click links)

- **Take a tour of your dashboard**
- **Create User Accounts** [useraccounts](#)
- **Assign user roles permissions**
- **Manage your membership program**
- **Utilize your membership benefits**
- **Create your organization's business profile**
- **Connect with customers through referrals**
- **Publish & Market your apps - Microsoft Marketplace**



# Resources

# Additional Resources

If your account structure in PMC is more complex to transition, please review our [Comprehensive Transition Guide](#)

[Connect with customers through referrals](#)

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Partner center help:  
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