

## GPS Information Portal

Please see below login instructions for the GPS Portal (engage@nissan).

Select the following link; [www.nissanasgps.com](http://www.nissanasgps.com) or type into your internet browser.

Login to the portal by selecting '**Login to Portal**' (located at the top right hand side of the page):



### Login credentials

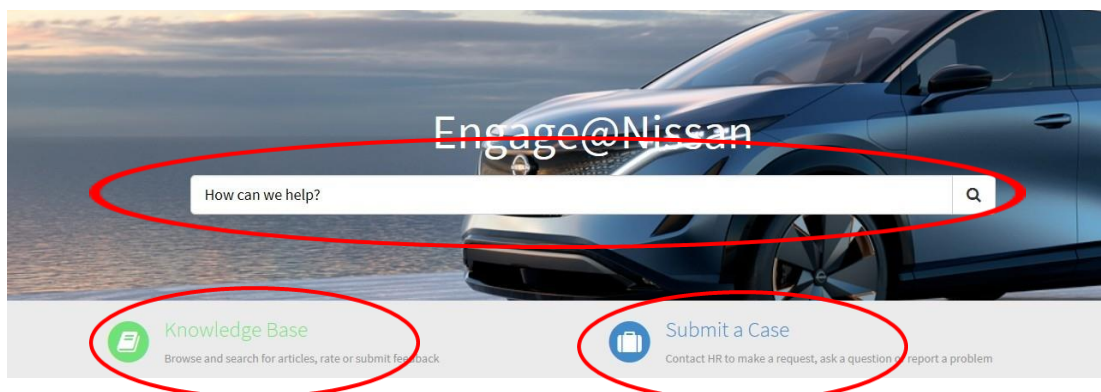
#### Username

1. **Nissan PC Users** - you can log into the system with your SSO, or by creating a login using your **UK Number**
2. **Non Nissan PC Users** - create a login using your **Workday Number** (also known as Sap Number)

#### Password

To generate your password select '**Forgot Password**' and provide your email address (this must be the same email address held in Workday, if you need to update your email address in Workday you can either do this yourself or call GPS on **0191 418 4444**).

When you have logged in successfully the home screen will appear:



Use the search bar or select '**Knowledge Base**' to search for HR information.

Select '**Submit a Case**' and then the '**General Enquiry**' form to raise a ticket and ask the team a HR related question.