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Sales Hub Instructions



What is Sales Hub?

One-stop-shop to stay up-to-date on the latest product launches, tools, promotions and Acuity Brands announcements for C&A Agents.

Now the site for posting agent COVID-19 information

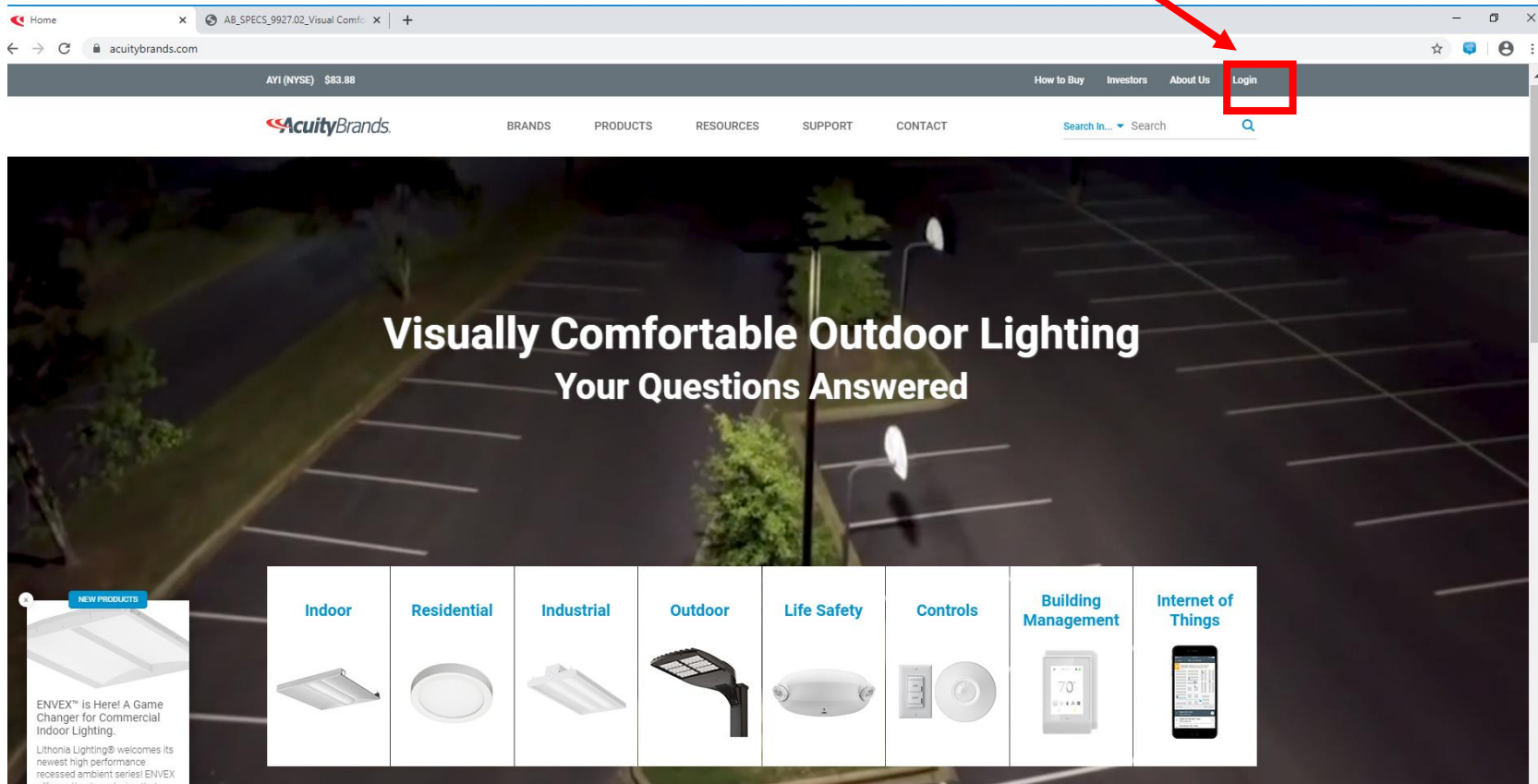
Sales Hub requires Log-in to access (see next few slides on how to access)

The screenshot shows the Acuity Brands Sales Hub website. At the top, the Acuity Brands logo is on the left, and the text "Sales Hub" is prominently displayed in large white font on a dark blue background. Below this, a subtitle reads "Your destination for the most up-to-date information from Acuity Brands." Two arrows point to navigation options: "Use the Navigation to Get Started" and "Or, Just Use the Search Bar". Below the main banner is a navigation menu with links for Home, Role, Product Group, Brand, Topic, and SmartNews Archive, along with a search bar. The main content area is titled "Acuity Brands Sales Hub" and features a grid of article cards. The first card on the left is for "Slot PSW LED - Your Vision Realized" with a sub-headline "The Slot 4 LED PSW features multiple luminaire mounting options, superior efficacies, various lens and distribution options with integrated controls." To the right, there are three more article cards: "Lithonia Lighting® Presents an Extreme Make-Over of the JCBL", "New! Juno FlexConnect™ with microOptix" (dated 4 months ago), and "New! Lithonia Lighting® I-BEAM® IBE LED High". Each card includes a "Read Article" button.

How Do I Access Sales Hub?

Go to www.acuitybrands.com and Click “Login” on the top of the home page to go to the agent Log-in page (go to next slide)

- Or - A link provided in the email we send with send you directly to the Log-in page (go to next slide)



The screenshot shows the Acuity Brands website home page. The top navigation bar includes links for 'How to Buy', 'Investors', 'About Us', and 'Login'. The 'Login' link is highlighted with a red box and a red arrow. Below the navigation bar is a search bar and a main banner for 'Visually Comfortable Outdoor Lighting'. A row of product categories is displayed at the bottom, including Indoor, Residential, Industrial, Outdoor, Life Safety, Controls, Building Management, and Internet of Things.

How Do I Access Sales Hub

LOGIN

Acuity Brands Login


If you want to access the Acuity Distributor Center click [here](#).

Please login:

User ID (Internal) or Agile Username (Agents)

Password

Keep me signed in

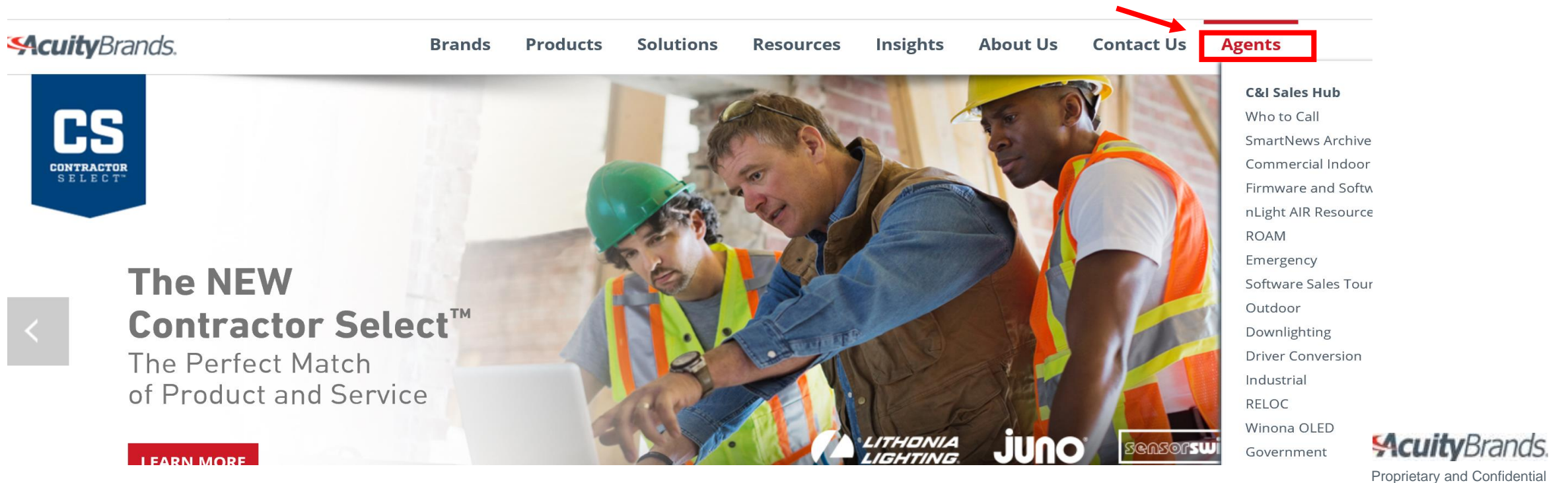


Agents - Enter your Agile ID and password

How Do I Access Sales Hub?

Once you have logged in, one of two things to know:

1. If you clicked a link in an email we sent you, you will get directed right to the document. This will happen with COVID-19 links to our CS Tracker and the Expand video. Easiest option for going directly to a document or video.
2. Or, if you clicked log-in on the home page, once you are logged-in, go back to the home page and you will now see the word “Agents” in the navigation bar. That means you are logged in. Scroll over “Agents” to reveal some choices and click “C&I Sales Hub”



AcuityBrands. Brands Products Solutions Resources Insights About Us Contact Us **Agents**

CS
CONTRACTOR
SELECT™

The NEW
Contractor Select™
The Perfect Match
of Product and Service

LEARN MORE

C&I Sales Hub
Who to Call
SmartNews Archive
Commercial Indoor
Firmware and Softw
nLight AIR Resource
ROAM
Emergency
Software Sales Tour
Outdoor
Downlighting
Driver Conversion
Industrial
RELOC
Winona OLED
Government

LITHONIA
LIGHTING

Juno

sensor
swi

AcuityBrands.
Proprietary and Confidential



Sales Hub Page

- When you click a link in our COVID-19 emails for example, you should go straight to the document or video, such as the CF Tracker or Expand video. Like below.

The screenshot shows a web browser window displaying the Acuity Brands Sales Hub. The URL is <https://sales.acuitybrands.com/corporate-announcements/contractor-select-inventory-tracker?>. The page features a blue header with the text "Sales Hub" and "Your destination for the most up-to-date information from Acuity Brands." Below the header is a navigation menu with links for Home, Role, Product Group, Brand, Topic, Social Media, and SmartNews Archive. A search bar is also present. The main content area displays the title "Contractor Select Inventory Tracker" and the date "Updated 3/12/2020". A red "CONFIDENTIAL" warning is prominently displayed. Below the warning, a disclaimer states: "The information contained in this Contractor Select Inventory Tracker is confidential and proprietary, and may not be used, reproduced or distributed without the express written". A "Next Article" section is visible on the right side of the page. The Windows taskbar at the bottom shows the time as 3:16 PM on 3/16/2020.



When you log-in from the home page, and select Sales Hub and land on that page, scroll under Topic and go to Corporate Announcements for COVID-19 information. Or go to other sites such as SmartNews, etc.

