

# **Onboarding process firstbase - data sender**

### Step-by-step instructions for an uncomplicated start with firstbase

Welcome to firstbase - the industry solution for standardised product master data exchange. Are you interested in our solution and would like to use firstbase? Follow the steps described below and you will be able to share your product master data with the connected companies quickly and easily:



### Step 1: Offer

On our website www.firstbase.ch you will find further information on firstbase under the menu item industries. Under the menu item platform/offer you can see the costs for firstbase. Here you can calculate your licence costs for firstbase quickly and easily.



## **Step 2: Application**

The use of firstbase requires a membership with GS1 Switzerland. If you are already a member, you can apply the licence application right here.

If you are not a member, first fill in the application for membership application.





### **Step 3: Registration & Access**

Your application will be checked. You will then receive a confirmation from us. You will be contacted by us so that you can enter your desired users. After they have been created in the system, the named users will receive a registration invitation for firstbase by e-mail. After registration, the users receive access to the firstbase platform.



### Step 4: Maintain and exchange product master data

First steps in a new environment are always uncertain. We help you with this and offer free webinars. We will explain the solution to you and show you how easy it is to upload data and enter data via web input and how you can keep track of everything.

Register now for the webinars free of charge.

Do you still have questions? We are happy to help you. Here you can get competent and direct support:



solutions@gs1.ch



058 800 78 00

Useful information and further documents can be found on our website www.firstbase.ch under the menu item services. In addition to a helpful FAQ and glossary, you will find the current target market profile "profiles overview" for the Swiss target market. All attributes are described in detail. This document also gives you a quick overview of which attributes are mandatory.

We look forward to welcoming you to firstbase!

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