



ONE by BNP Paribas website User Guide

Content

How to register on the Website?	2
Activity Registration.....	4
Protocols	8

How to register on the Website?

To create a new registration, click on “Register” button on the homepage:



Always use your **UID as Username** and **your personal email**, outside BNP Paribas Group. The new registrations will only be accepted if you follow these two criteria.

Upon registration and activation, you will receive an email from onebybnpparibas@gmail.com, as per below example:

Your registration for ONE Association has been approved.

Your registration information is below.
You may wish to retain a copy for your records.

username: 000000
password: UIZyx2TuvhCO

You may login and change your password here:
<http://one-association.pt/user-area/>

Welcome to One by BNP Paribas! You are now One of us!

Click on the above address to login into the website

REGISTER NOW

Congratulations! Your registration is now pending ONE staff validation.

Once completed, You may be able to log in using the password that will be emailed to you.

Existing Users Log In

Username or Email

Password


Remember Me

LOG IN

After your first login, you need to change your password by clicking "Edit profile":

REGISTER NOW

You are logged in as 000000

- [Log out](#)
- [Edit profile](#) 


If you need help, check the [userguide](#) or contact ONE by BNP Paribas by email.

RESET YOUR PASSWORD

Change Password

New password

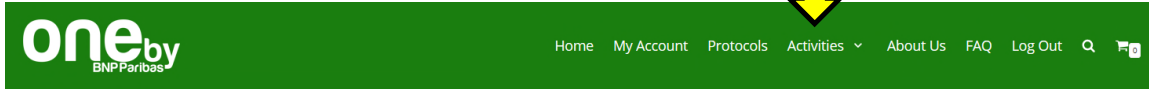
Confirm new password

UPDATE PASSWORD 

RESET YOUR PASSWORD

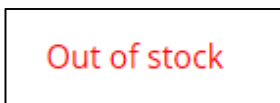
Password successfully changed!

Activity Registration



To sign up for an activity, go to the “Activities” page and select the one you wish to apply.

If there are no further places available, the activity will be shown as “out of stock”.



Otherwise, please select the activity you wish to sign up to, the quantity, and add it to the basket.

Sale! **ZOO TICKETS NOW AVAILABLE**

oneby **JARDIN ZOOLOGICO**

ASSOCIATES ONLY
€12,00
MAX TWO PER ASSOCIATE

ZOO TICKETS

24,00€ 12,00€

TICKETS ARE AVAILABLE ALL YEAR LONG.

Each associate is entitled to two adult tickets per year.

Orders done for other associates will be cancelled. Each associate needs to do its own order.


Ticket validity: 31/12/2020

1 **ADD TO BASKET**

SKU: zoo
Category: Culture

To finalize your registration, please proceed to Checkout.

✔ "Zoo Tickets" has been added to your basket. CONTINUE SHOPPING

Product	Price	Quantity	Subtotal
 Zoo Tickets	12,00€	1	12,00€

Coupon code

BASKET TOTALS

Subtotal	12,00€
Total	12,00€

CHECKOUT

BILLING DETAILS

Have a coupon?

First name * Last name *



Phone *

Email address *

ADDITIONAL INFORMATION

Activity Registration Details: (optional)

Product	Subtotal
Zoo Tickets × 1	12,00€
Subtotal	12,00€
Total	12,00€

Easypay MB 
 Easypay MBWay 

By registering on this activity you accept ONE by BNP Paribas eventual share of your personal details to the correspondent provider. Furthermore, you acknowledge that you have read and you agree with the website [terms and conditions](#) *

To continue, just fill in your details. When entering your telephone contact, **you should not insert the country code**. Your email address for “billing details” **should be your personal email**.

Any special notes should be added in the “ADDITIONAL INFORMATION” field.

Examples:

- Two people Registration - write the other associate’s UID or the name of non-associate.
- Specify special needs on a determined activity (ex: your address, t-shirt size, etc.)

After fill in your details, choose the payment method you want:

Easypay MB

Easypay MBWay

By registering on this activity you accept ONE by BNP Paribas eventual share of your personal details to the correspondent provider. Furthermore, you acknowledge that you have read and you agree with the website [terms and conditions](#) *

PLACE ORDER

If you choose the method “Easypay MBWay”, please do not forget that you only have 5 minutes to make the payment, after the validation of the order.

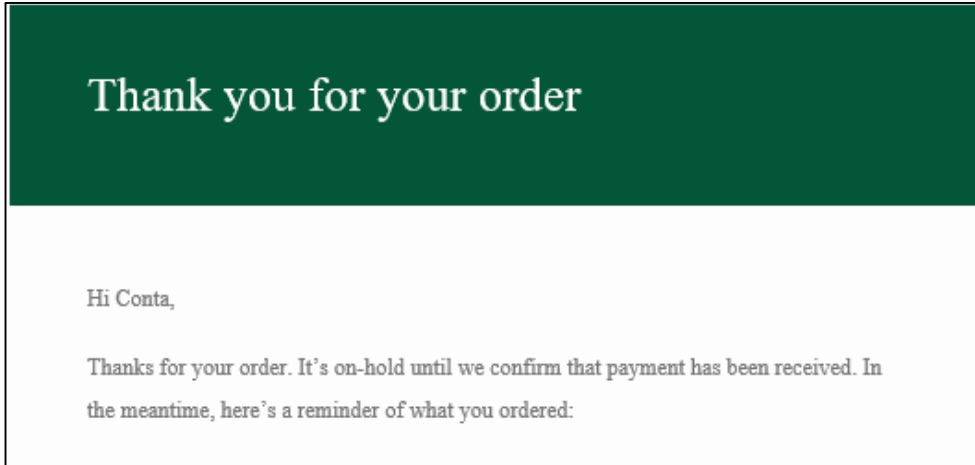
The user should then check the Terms & Conditions box, and finish the registration so the request Zoo tickets can be confirmed. The below page appears confirming the end of the Activity Registration.

PAY FOR ORDER

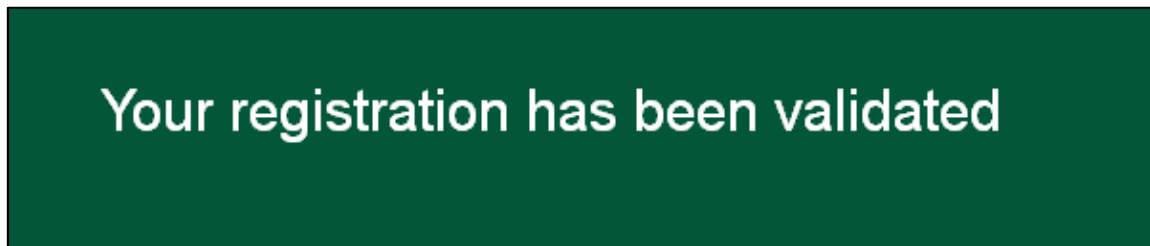
ORDER NUMBER:	DATE:	TOTAL:	PAYMENT METHOD:
61425	23rd July 2020	12,00€	Easypay MB

RETURN TO SHOP

A confirmation email will be also sent, so that you can track your pending registrations:



Don't proceed to any kind of payment, before you receive a confirmation email as per below:



After you proceed with the payment, you are automatically registered in the activity. No emails are necessary, unless you have some doubts that are not explained in the activity's details. Closer to the date, an email will be sent with the final details to all the participants.

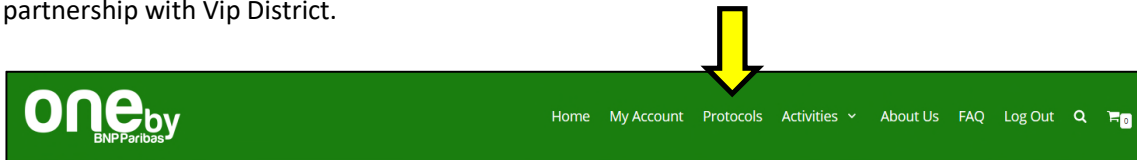
You can check your order status clicking on "My Account".



ORDERS					
Dashboard	Orders	Downloads	Addresses	Account details	Logout
Order	Date	Status	Total	Actions	
#61425	23rd July 2020	On hold	12,00€ for 1 item	VIEW	

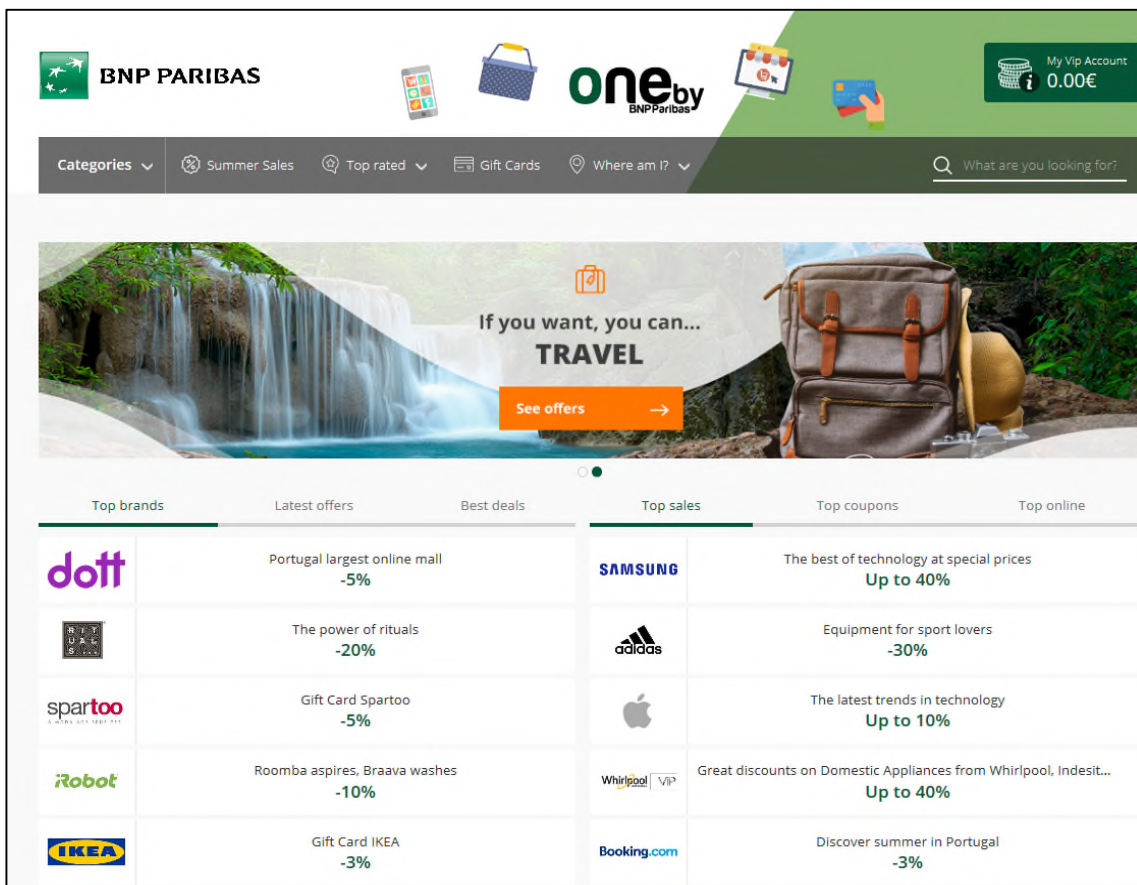
PROTOCOLS

All protocols are listed on our new Protocol platform. To access the platform, you must only click on the icon “PROTOCOLS” in the menu bar, then the profile is redirected to the new platform, in partnership with Vip District.



You'll be directed to the new platform. All your data storage and log-in details will remain on <http://www.one-association.pt/>, under protection of ONE by BNP Paribas.

The layout displays latest offers, Top brands, seasonal promotions, best deals and geolocation. It works in web, mobile and app version.



All partners are categorized and sometimes have their own subcategories, making the navigation easier. You can also search for the protocol's name at the search bar.

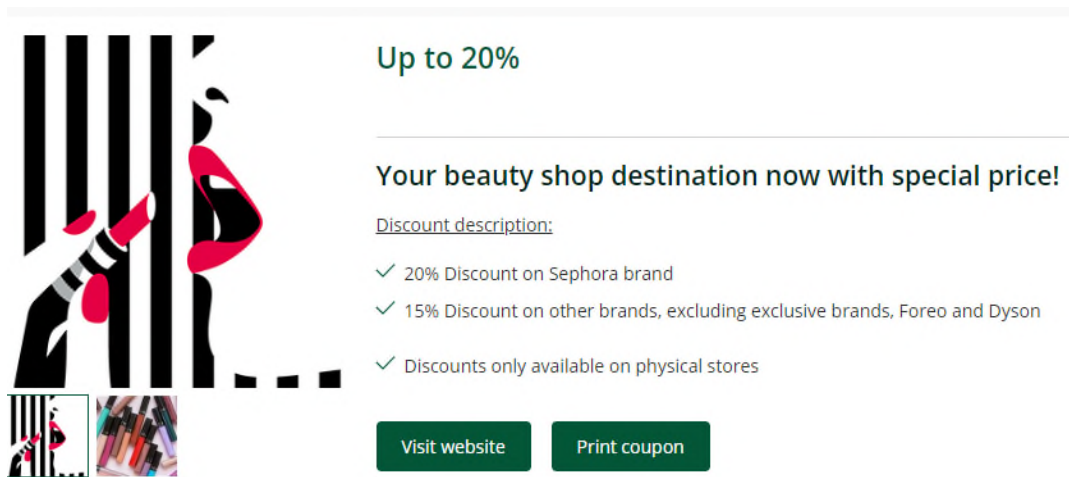
HOW TO USE YOUR DISCOUNT

The new website allows a more descriptive - visual and textual – Protocol. In case you want to know more about the company you would be purchasing from, every partner has the link to its own website.

The new platform comes with a new method of using the discount: **THE DIGITAL COUPON**, accessible on the web or on the mobile version of the platform.

There is no need to present your employee card from now on.

This is the new layout of the **Protocol Description**: You can either visit the website, print the coupon or have it digitally on your phone screen (both with the option “print coupon”)



Up to 20%

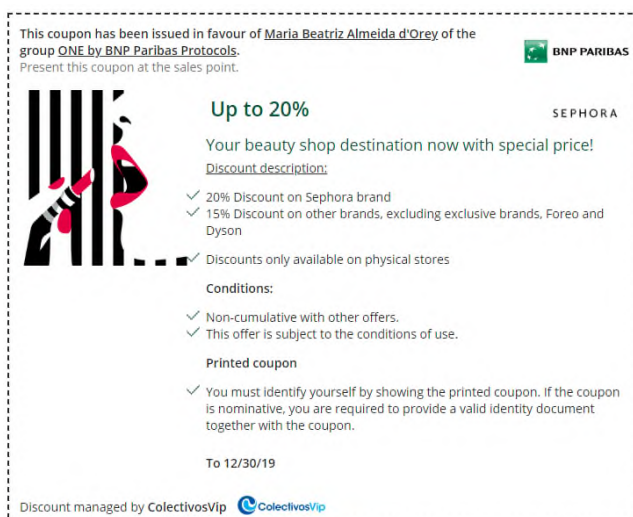
Your beauty shop destination now with special price!

Discount description:

- ✓ 20% Discount on Sephora brand
- ✓ 15% Discount on other brands, excluding exclusive brands, Foreo and Dyson
- ✓ Discounts only available on physical stores

[Visit website](#) [Print coupon](#)

The new layout of **Digital Coupon** after clicking on “Print coupon”: (Please notice that each coupon is named, contains the BNP logo and the discount description)



This coupon has been issued in favour of Maria Beatriz Almeida d'Orey of the group **ONE by BNP Paribas Protocols**.
Present this coupon at the sales point.

Up to 20% SEPHORA

Your beauty shop destination now with special price!

Discount description:

- ✓ 20% Discount on Sephora brand
- ✓ 15% Discount on other brands, excluding exclusive brands, Foreo and Dyson
- ✓ Discounts only available on physical stores


Conditions:

- ✓ Non-cumulative with other offers.
- ✓ This offer is subject to the conditions of use.

Printed coupon

- ✓ You must identify yourself by showing the printed coupon. If the coupon is nominative, you are required to provide a valid identity document together with the coupon.

To 12/30/19

Discount managed by ColectivosVip 

The screen also provides the current location you are, so you can check the nearest point of sale to use the discount. Please check: If you only have access to an online discount, this tool will not be available.



Your nearest shop

In some protocols, the platform works with the **cashback method**, meaning the discount is not on the purchase. Please make sure you read the Conditions to know how the purchasing process must be done in order to be validated, and how to be refunded in “My Vip Account”.

PROMOTION CODE

Please notice that, in the case of **online purchases**, the promotion code is also frequent. As exemplated below **you must always copy the discount code** and enter where requested.



Your promotional code is:
CVPFON2018

Enter this code in the respective field during the purchase process so that the discount is applied.


Understood, I want to go to [Perfumaria-online.com](https://www.perfumaria-online.com)


Remember:


- ✓ We remind you that you should always make your purchase through this exclusive offer.
- ✓ Should you have any problems during the purchase process, please inform us through the "Report Problem" button that you'll find in the offers page.

MY VIP ACCOUNT

The following message will appear when the promotion you are accessing a cashback promotion:

- 

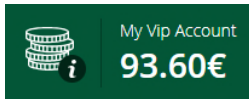
1 You will be redirected to the ASOS website.
- 

2 The discount will be credited to your Vip Account as soon ASOS confirm us your purchase.
- 


3 You can transfer the money from your Vip Account directly to your bank account at no additional cost.


The VIP account is an account where you accumulate your credits from online purchases made with discount. Afterwards, you can transfer those euros to a personal bank account, free of charge or use it again on the platform.


The example balance below will appear on the top right corner of your screen, always.



The correspondent balance movement is the description of your balance, where you can have access to details of your VIP Account, and how much you have accumulated so far.







My Vip Account

The Vip Account is a virtual piggy bank in which you accumulate euros in online purchases marked with the Vip Account label. You can request a transfer of this money to your personal current account, free of charge.

Date	Entity	Description	Order number	Amount	Status	Date of status' change
14/02/2019 23:48	Booking		1112024191 2019-02-14 23:48:13	3.83	Pending	
14/02/2019 23:41	Booking		1426506462 2019-02-14 23:41:40	6.42	Pending	
14/02/2019 23:37	Booking		1579787616 2019-02-14 23:37:48	5.34	Pending	
14/02/2019 23:14	Booking		1621364519 2019-02-14 23:14:40	8.64	Pending	
10/02/2019 12:02	Booking		1177585905 2019-02-10 12:02:15	10.95	Pending	
10/02/2019 12:24	Booking		1174435651 2019-02-10 12:24:02	8.01	Pending	
07/02/2019 23:28	Booking		1626686560 2019-02-07 23:28:55	23.98	Pending	
07/02/2019 22:31	Booking		1625424042 2019-02-07 22:31:14	6.00	Pending	
07/02/2019 21:48	Booking		1625419940 2019-02-07 21:48:12	11.74	Pending	
07/02/2019 21:34	Booking		1965240140 2019-02-07 21:34:41	8.69	Pending	

Your CONFIRMED balance: **0.00€**

Your PROVISIONAL balance: **93.60€**



Your provisional balance: Appears as *pending* because the promotion has not been used yet.

Your confirmed balance: Will be credit as *confirmed* after the use of the promotion.

If you still have questions, please watch the video tutorial for details:

<https://onebybnpparibas.club vantagem.com/video-tutorial.action>

QUESTIONS AND SUGGESTIONS

The new platform has an interaction channel named “Customer Service”.

This channel must be used as review for protocols from Associates about Protocols. It is very important that you use your name and UID number, professional e-mail for reply and clear description of possible issue.

For suggestions or an alternative source of information to the above one, is the following e-mail address: one.by.bnpparibas@bnpparibas.com