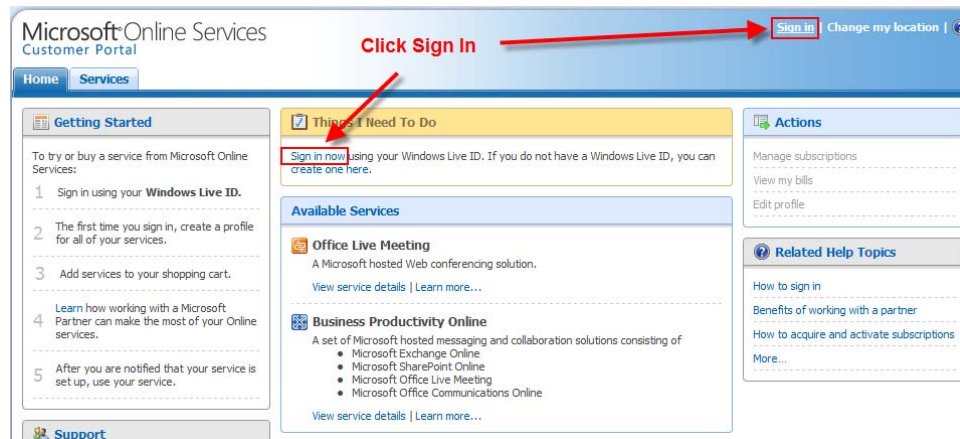
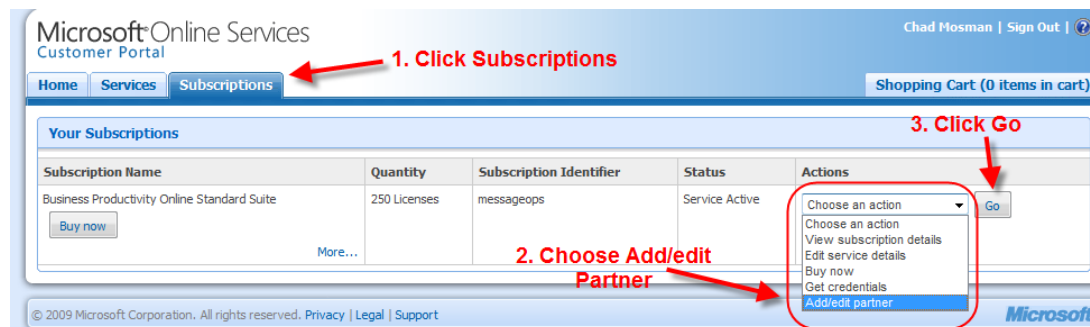


Setting the Partner of Record

1. Log in to <https://mocp.microsoftonline.com/Site/Default.aspx>
2. Click either Sign In link



3. Sign In using the Live ID that is associated with your Microsoft Online account. This is the account that you used when setting up the account.
4. After signing in, click the **Subscriptions** tab. Next, in the drop down list, choose **Add/edit partner**. Click **Go**.



5. In the Partner ID field enter **2656494**, and click **Search**.
6. Select **MessageOps** and Click Next
7. Check the box **"I agree to the terms and conditions as outlined above."** Click Finish.
8. MessageOps is now the Partner of Record on your account.