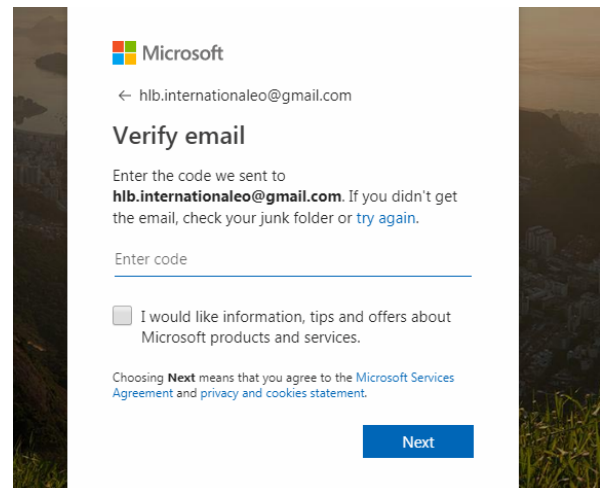
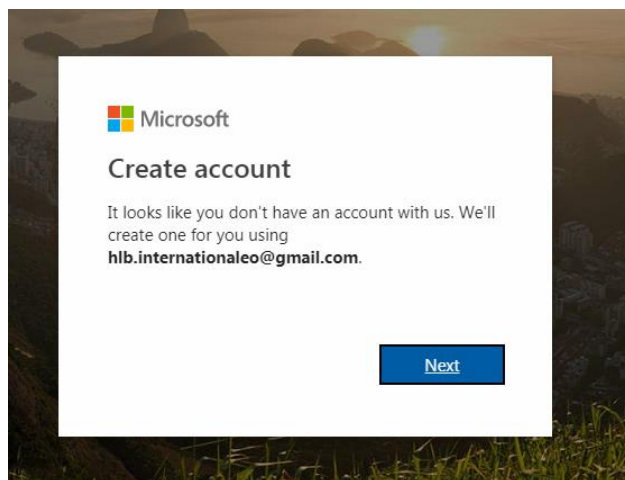


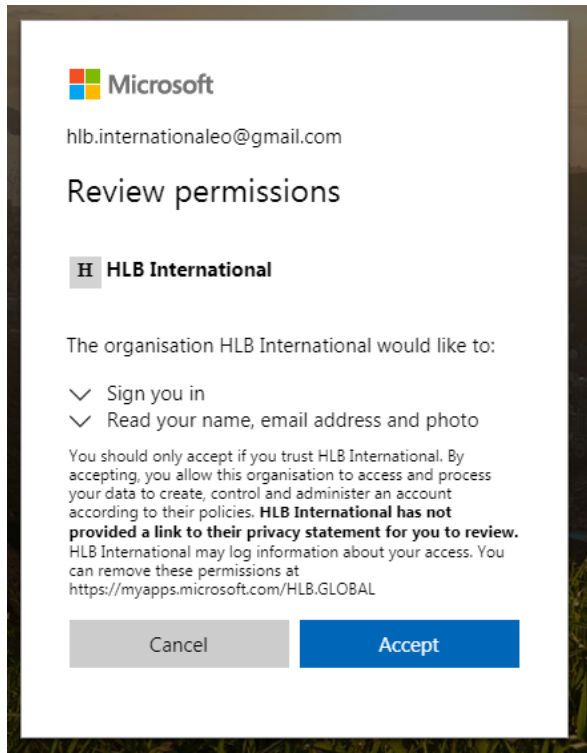
## Steps for HLB Global intranet site login:

1. Visit <http://intranet.hlb.global/> website.
2. Register your request by completing the form.
3. You will receive the invitation below via email, once approved. Click get started and follow the prompts.

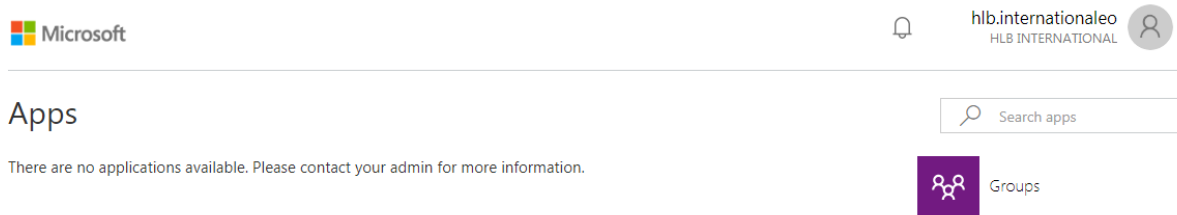


4. If your email address is not already associated with Microsoft then you will need to complete this process by following the prompts.





Once you have completed the steps you may see the screen below. You can then browse to <https://hlbi.sharepoint.com/sites/hlbintranet/> to access the HLB global intranet



5. If your email address is already associated with an office365 account or Microsoft account (most likely if you have office 365 in your firm) then you just need to accept the terms on conditions prompt and then browse to <https://hlbi.sharepoint.com/sites/hlbintranet/>

**THIS IS ONLY FOR THE INITIAL SIGN UP. ALL OTHER TIMES YOU CAN VISIT <https://intranet.hlb.global> AND CLICK "I AM A MEMBER" AND LOGIN VIA THESE DETAILS**