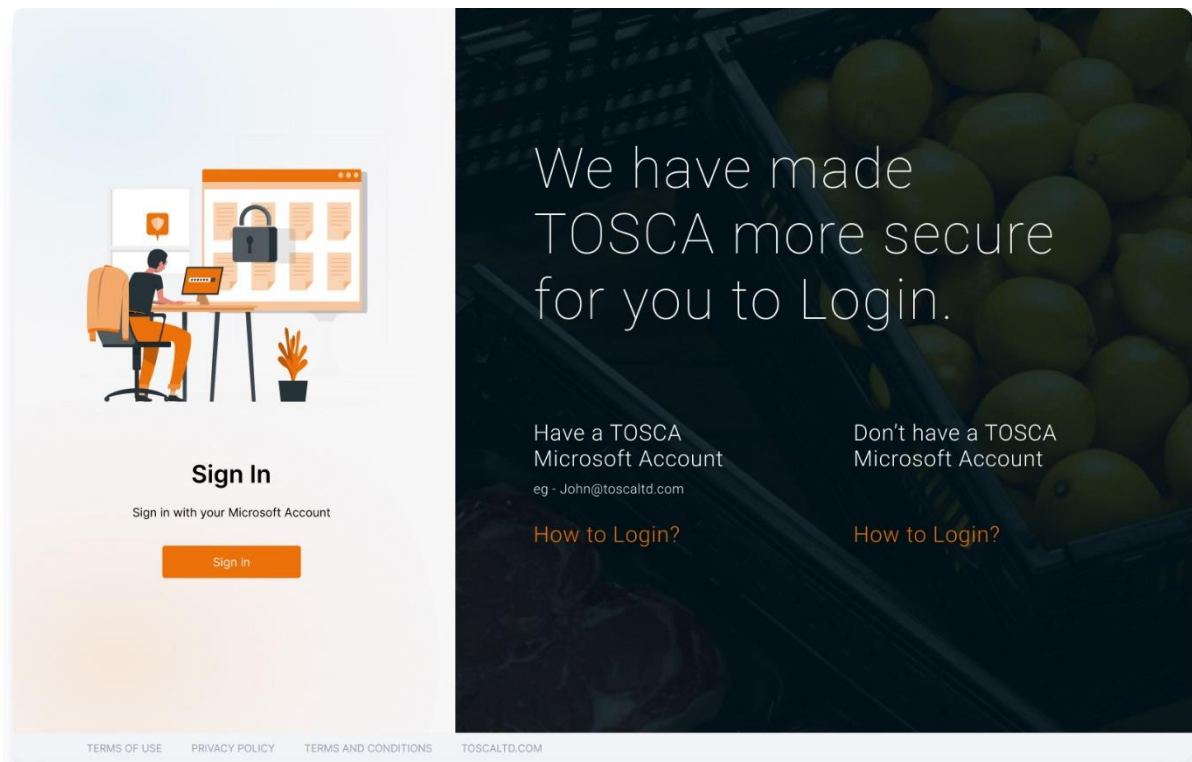


USER GUIDE

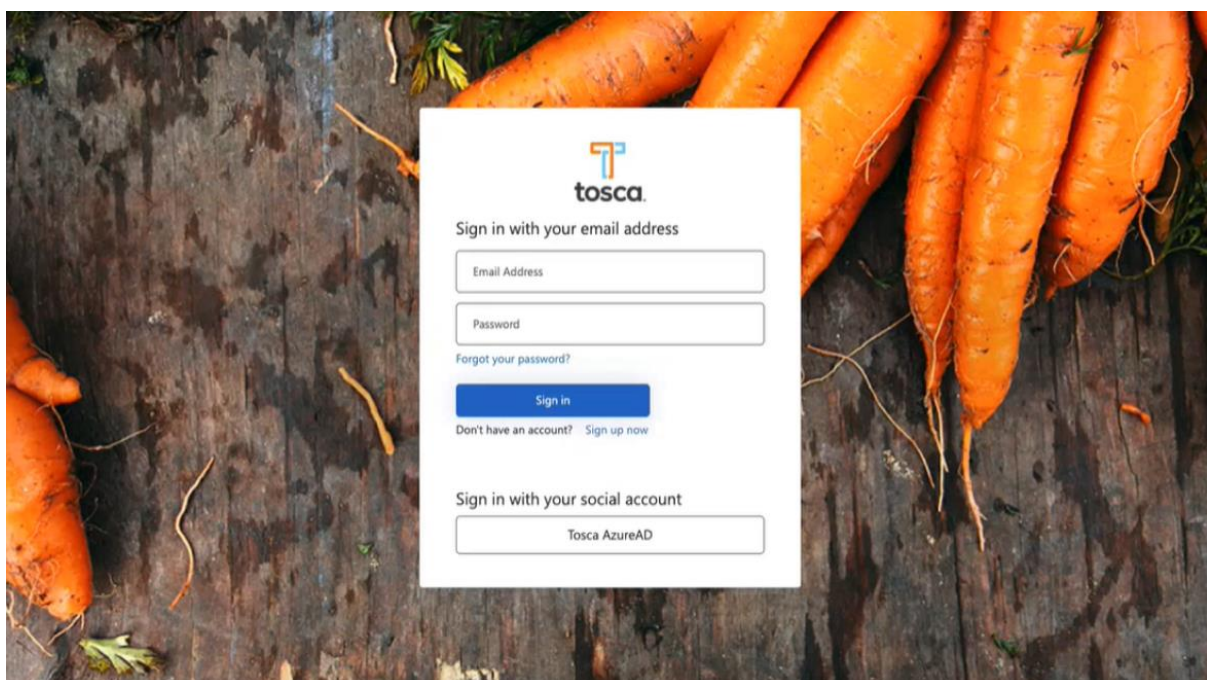
New Customer Logins

TOSCA Microsoft Email Account Holders

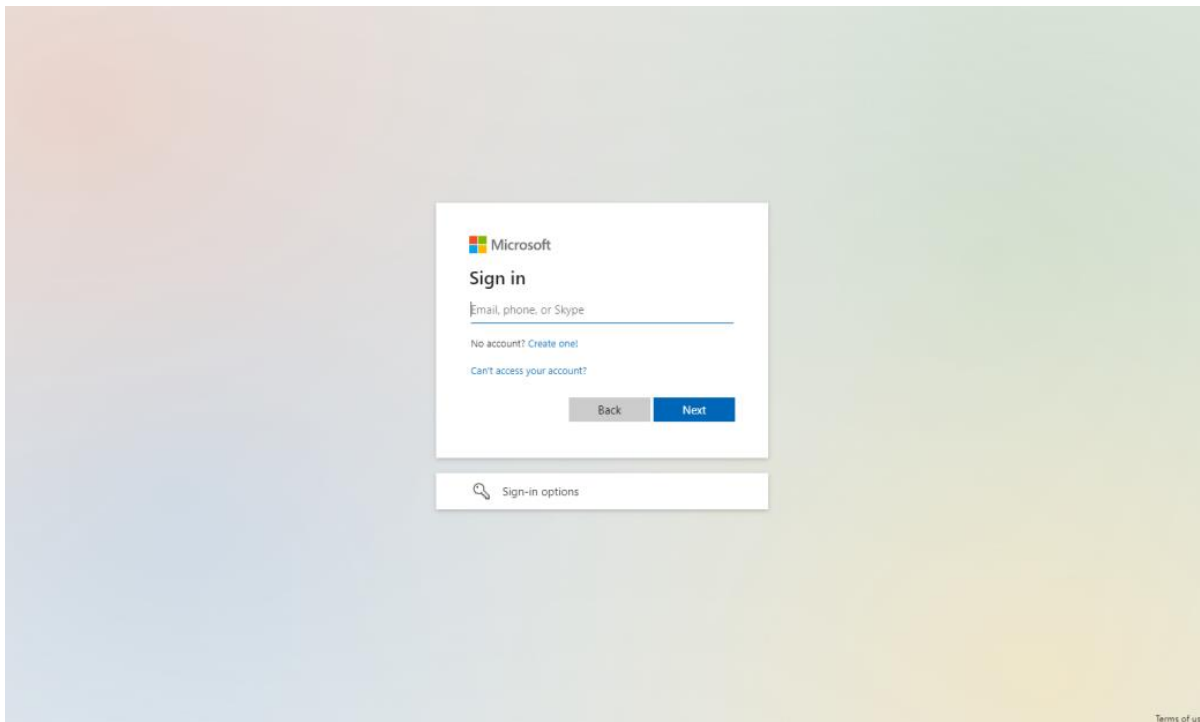
Step 1: Click the sign in button on the sign in page



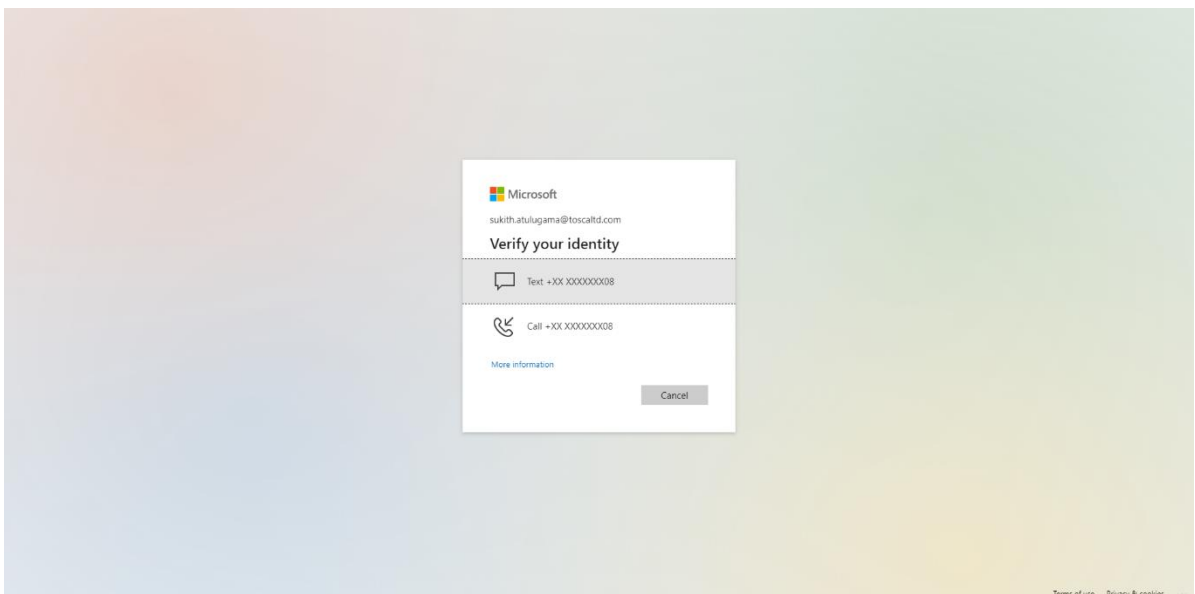
Step 2: Click TOSCA Azure AD button under the “Sign in with your social account”



Step 3: Enter the Tosca account credentials to the Microsoft Login or select an account if you are already logged in to Microsoft



Step 4: Verify your two-factor authentication through your mobile device. Skip this step if Microsoft didn't prompt a two-factor authentication.



Step 5: Congratulations! You have successfully logged in to the Tosca HUB.

The screenshot displays the Tosca HUB Dev dashboard. At the top, there is a navigation bar with the Tosca logo, 'HUB Dev', and a 'Switch Account' dropdown menu showing 'Hub_Egg Tester [Tosca] X'. Below the navigation bar, there is a secondary menu with 'Dashboard' (active), 'Orders', 'Invoices', 'Reporting', and 'Resources'. The main content area starts with a welcome message: 'Welcome to your Tosca Dashboard. Thank you for being a valued partner!'. This is followed by two summary cards: 'YTD Net Issues' with a value of '0' and 'Outstanding Invoices' with a value of '\$0.00'. Below these is the 'My Recent Orders' section, which includes a 'Place New Order' button and a table with columns: STATUS, ORDER DATE, PO NUMBER, REQUESTED DELIVERY, TRACK MY SHIPMENT, RPC SIZE, and QUANTITY. A note below the table says 'If you have additional questions, please contact customersolutions@toscald.com'. The final section is 'Tosca News', which lists five news items with orange arrow icons: 'Tosca to Acquire Centraload NV', 'Tosca and Polymer Logistics are Now One Under the Tosca Brand', 'Tosca to Supply Wegmans RPCs for Seafood in a Cost Saving and Sustainability Initiative', 'Tosca's Reusable Grocery Totes Support the Challenges of Explosive E-Commerce Sales Growth', and 'Tosca Promotes Jon Kalin to Chief Commercial Officer'.