



# MFi Portal Help – Development Licensees

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# MFi Portal Overview

The MFi Portal is your gateway to access the MFi technical and program resources needed to develop MFi accessories. Upon execution of your MFi Development License, your company's Primary Contact will receive a welcome email which provides a link to the MFi Portal. Your Primary Contact was designated as such during the application process.

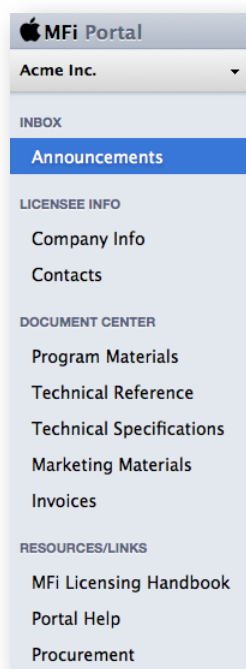
## Supported Web Browsers: Safari and Firefox

The Portal supports only the Safari and Firefox Web browsers. Please use the latest versions of these supported browsers. Due to its variable security settings, Internet Explorer does not enable all of the Portal's functionality.

## Tips for Viewing Information in the Portal

- Ensure your browser window is open wide enough to view all of the links in the top menu bar.
- Always scroll down within a window to ensure you don't miss any content.

## Left Menu Bar



## Inbox

### Announcements

The Announcements section will communicate the latest program policies and updates. You may sort the announcements by selecting from the “Sort by” drop-down menu or search for specific announcements using the “Search” field. We strongly recommend that you check the Announcements section on a regular basis.

## Licensee Info

### Company Info

This link enables you to view your company information, including your MFi [account number](#) and the contact information of your Primary Contact for the MFi Program.

### Contacts

This link enables you to view your company’s MFi Contacts, employees who will play a role in your company’s participation in the MFi Program. Only the Primary Contact may add new Contacts. For more information, see [Contacts](#).

## Document Center

The latest version of all MFi technical and program documents are located here. All of these files are Apple Confidential and must only be accessible, through the Portal, to employees who have a need to know and are bound by the appropriate NDA. For more information, see [Document Center](#).

## Resources/Links

### MFi Licensing Handbook

This document describes program policies and procedures.

### Portal Help

This document provides step-by-step instructions for using the MFi Portal.

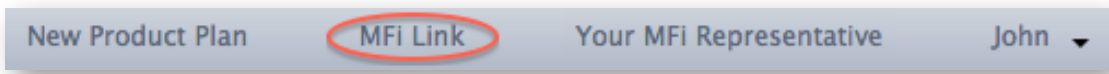
### Procurement

This section provides a link to Avnet’s MFi Procurement Web site and instructions for how to log in. Only designated Procurement Contacts will be able to log in to the Avnet site. For additional information, see [Avnet MFi Procurement Web Site](#).

## Top Menu Bar

### MFi Link

For accessories that are manufactured on your behalf by an MFi Manufacturing Licensee, you can track completion of major milestones through MFi Link. For more information, see [How to Use MFi Link](#).



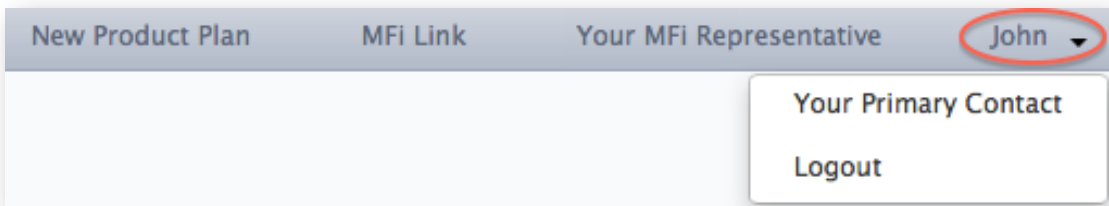
## Your MFi Representative

Click “Your MFi Representative” in order to view the name and email address of your MFi representative.



## Your Name

- Click your first name to show the “Your Primary Contact” and “Logout” links.
- Click “Your Primary Contact” to see the name and email address of your company’s designated Primary Contact.
- Click “Logout” to securely log out of the MFi Portal.



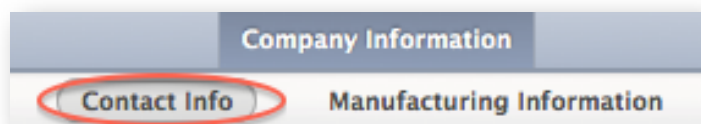
# Company Info

## How to View Your Company Information

1. Click “Company Info” on the left menu bar to view the following information:

Company Name	Acme Inc.	Account Type	Development
Account Number	144538	Account Subtype	None
Primary Contact	John Appleseed (+1 408 555 1234)	Contract Number	C56-13-00530

- **Company Name:** Your company’s legal company name as entered on your company’s MFi Program enrollment form.
  - **Account Number:** A unique 6-digit number assigned by Apple which is associated with your company’s MFi License.
  - **Primary Contact:** The individual who manages your company’s overall participation in the MFi Program. Click on the Primary Contact’s name to view his/her email address.
  - **Account Type:** The type of License executed by your company.
  - **Account Subtype:** If applicable, this is based on the type of accessories your company intends to develop.
  - **Contract Number:** A unique series of numbers and letter(s) assigned by Apple to your company’s MFi License.
2. Click “Contact Info” to view your company’s contact information as entered on your company’s MFi enrollment form.



Note: If any of your company’s information has changed, please contact your [MFi representative](#).

## Contacts

### Contact Types

Each of your company’s Contacts must be designated with one or more functional roles in the MFi Portal. Each functional role is a “Contact type.”

- **Primary:** Manages your company’s overall participation in the MFi Program. Licensees may designate only one Primary Contact at any given time; a Primary Contact must be designated at all times.
- **Technical:** Has access to the MFi technical specifications available in the “Technical Specifications” section of the Document Center.

- **Procurement:** Procures sample quantities of MFi Licensed Components from Avnet. Only Procurement Contacts will be able to log in to the Avnet MFi Procurement Web site.

## How to Add New Contacts

**Only Primary Contacts may add, edit, or delete Contacts (maximum: 10 contacts).**

1. Click “Contacts” on the left menu bar.
2. Click the “Add New Contact” button in the top right corner of the Contacts page.
3. Enter the required information for the individual.
  - The email address associated with each Contact must use your company’s domain name and be for the sole use of only 1 individual at your company (department/generic email addresses are not permitted).
  - If you would like to add a Contact for an individual who is an employee of your company, but whose email address uses a company domain name that differs from the one that must be entered, contact your [MFi representative](#).
4. Select the appropriate Contact type(s) for the individual. For a description of each Contact type, see [Contact Types](#).
5. Click the “Save” button.
  - The individual who is added by the Primary Contact will receive a system-generated email with instructions on how to create a business Apple ID and register it for use with MFi Program systems.

## How to Edit Contacts

1. Click “Contacts” on the left menu bar.
2. Identify the Contact you would like to edit and click the “Edit” button next to his/her Contact type(s).

Name	Email	Contact Type(s)	Action
John Appleseed	appleseed@acme.com	Procurement, Primary, Technical, ATS	<input type="button" value="Edit"/> <input type="button" value="Delete"/>

3. Enter the necessary edits.
  - If a Contact’s email address has changed, you must add him/her as a new Contact and delete the previous Contact. The email address field cannot be modified once a Contact has been added.
4. Click the “Save” button.

## How to Delete Contacts

1. Click “Contacts” on the left menu bar.

2. Identify the Contact you would like to delete and click the “Delete” button next to his/her Contact type(s).

Name	Email	Contact Type(s)	Action
John Appleseed	appleseed@acme.com	Procurement, Primary, Technical, ATS	<input type="button" value="Edit"/> <input type="button" value="Delete"/>

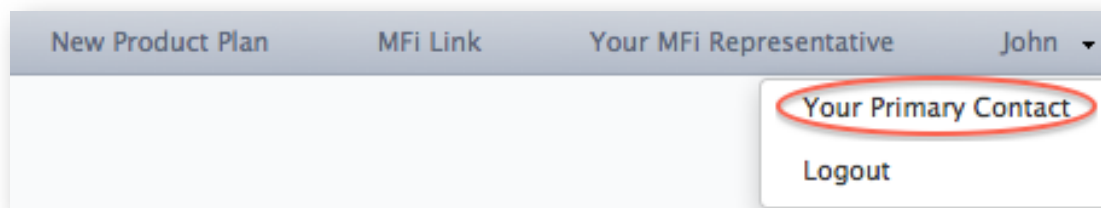
3. Click the “OK” button.

## How to Update the Email Address Associated with a Contact

If a Contact’s email address has changed, you must add him/her as a new Contact and delete the previous Contact. The email address field cannot be modified once a Contact has been added. For instructions, see [How to Add Contacts](#) and [How to Delete Contacts](#).

## How to Identify Your Company’s Primary Contact

1. On the right side of the top menu bar, click your first name to show the “Your Primary Contact” link.



2. Click this link to see the name and email address of your company’s designated Primary Contact.

## How to Change Your Company’s Primary Contact

1. Send an email request to your [MFi representative](#).

# Document Center

The latest version of all MFi technical and program documents are located in the MFi Portal Document Center. All of these files are Apple Confidential and must only be accessible, through the Portal, to employees who have a need to know and are bound by the appropriate NDA. Please ensure that your company fulfills its contractual obligations with respect to Apple Confidential Information and abides by the program policies regarding access to the MFi Portal.

## Program Materials

This section contains documents related to the MFi Program.

## Technical Reference

This section contains technical documents to assist with the development of MFi accessories, in addition to the Accessory Test System (ATS) software and Installation Guide and User Manual.

## Technical Specifications

This section contains technical specifications, compliance documents and source code. Technical specification documents are only accessible to designated Technical Contact(s) and are watermarked for each individual.

## Marketing Materials

This section contains the MFi Identity Guidelines, electronic artwork files and related documents.

# Avnet MFi Procurement Web Site

Avnet is the sole distributor of MFi Licensed Components and development tools. All components/tools must be ordered through the Avnet MFi Procurement Web site. **Only designated Procurement Contacts will be able to log in to the Avnet site.** For information about available Licensed Components, see the “Component Guide” in the “Technical Reference” section of the MFi Portal Document Center.

## Account Setup

### Log in to Avnet’s Procurement Web Site

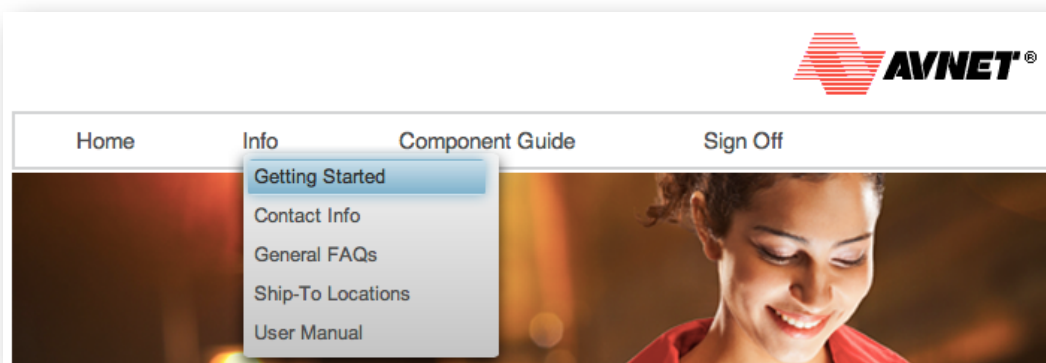
After execution of your MFi License, your designated Procurement Contact must log in to the MFi Portal once, then he/she will be able to log in to the [Avnet MFi Procurement Web site](#) using his/her business Apple ID (the same login credentials as for the MFi Portal).

If your company has multiple MFi accounts, **you must select the correct MFi account for which you would like to purchase components** from the drop-down menu on the Avnet Home page. If you need help selecting the right account, contact your company's Primary Contact for the MFi Program. You will see the contact information of your Primary Contact by clicking your name in the top right corner of the MFi Portal, followed by the “Your Primary Contact” link.

### Set up an Avnet MFi Credit Account

You may set up either a Trade account, a Credit Card account, or both. A Trade account is required for purchase of mass-production quantities of components. A Credit Card account may be used only for purchase of sample quantities of components or development tools. Setting up either type of account usually takes 5-7 business days and in some cases, may take longer.

1. Select “Info”>“Getting Started” on the menu bar.



2. Follow the instructions provided on the "Getting Started" document for setting up your Trade account, Credit Card account, or both.

## Lead Times and Pricing

Current lead times and pricing are available on the Avnet MFi Procurement Web site and are subject to change. Apple is not a party to the purchase transaction between Avnet and Licensees.

## Placing Orders

1. On the Home page of the Avnet MFi Procurement Web site, you will be able to view and order sample quantities of all available components. Click the image of the item that you would like to order.
  - On the next page, identify the specific part that you would like to purchase and click the “Add to Cart” link next to it. You will then be presented with an “Order Summary” page.
  - If you wish to order greater sample quantities than what the Avnet Web site permits, please indicate the desired quantity in the “Note” section of the “Order Summary” page. Avnet will route your request to your MFi representative for approval before processing your order.
2. To order additional items, click the “Home” button on the top navigation bar and repeat steps 1-2.
3. When you are ready to complete your purchase, complete the required fields on the “Order Summary” page and click the “Place Order Now” button. Processing fees may apply.

### Credit Card Payment Option

If your company does not set up a line of credit with Avnet, you may place orders by credit card. After you click the “Place Order Now” button, you will be prompted to enter your credit card information.

## How to Contact Avnet

### Password Resets

Log in to the Avnet Web site using your business Apple ID that was previously registered for use with MFi Program systems. If you do not remember your password, click the “Forgot your password?” link on the MFi Portal login page to reset the password for your Apple ID.

### Frequently Asked Questions

For additional information, please select “Info”>“General FAQs” on the menu bar of the Avnet Web site.

### Contact Info

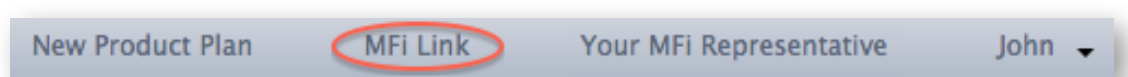
- [MFI-CSCConn@avnet.com](mailto:MFI-CSCConn@avnet.com)
- Companies who trade with Avnet Japan should contact [MFI-JPNCSCConn@avnet.com](mailto:MFI-JPNCSCConn@avnet.com)

# MFi Link

For accessories that are manufactured on your behalf by an MFi Manufacturing Licensee, you can track completion of major milestones through MFi Link. To utilize MFi Link, ensure that each of your MFi Manufacturing Licensees enters your company's [MFi account number](#) in the appropriate field of their Product Plan for your accessory.

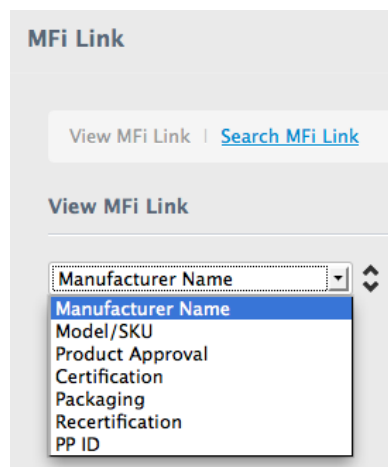
## How to Use MFi Link

Click “MFi Link” on the top menu bar of the Portal to see a list of all Product Plans submitted on your behalf by your MFi Manufacturing Licensee(s).



- “Product Approval,” “Certification” and “Packaging” must all show as complete before the Manufacturing Licensee(s) may begin production.
- “Recertification” is optional and only applies to accessories that have previously completed MFi self-certification and need to complete recertification in order to claim compatibility with new/additional Apple devices.

You may sort the accessories by selecting from the drop-down menu, or you may use the “Search MFi Link” feature to search by model/SKU and/or manufacturer name.



**For additional details regarding the status of a specific accessory, please contact your MFi Manufacturing Licensee(s).**