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GKN Aerospace Engine System Supplier Portal - Log in Guide for Supplier

For questions regarding DUO setup, how to use the Supplier portal or the data in the portal contact GKN purchasing.

If you need assistance with technical questions or have issues to log in, please contact simsupport@apper.se or call +46 (0)31 10 70 79 (open 8-22 CET, Swedish office days).

Please have the following information as subject to your mail or as information to your call:
• GKN Aerospace Engines Systems Supplier Portal for customer GKN Aerospace Sweden or GKN Aerospace Norway
• The name of your company and Partner ID

10125 utg. 36

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1   Log in

To log in to the GKN Supplier Portal, you have to go through a so called "2 factor authentication". This means when you get to the initial screen of the Supplier portal, you log in the first time, and get through the first layer of security.

We recommend you use the DUO-app. To do this you need an Apple-ID for Iphone or similar for other smartphones.
If you don't have an apple-ID or smartphone/Tablet, you can also use texting or call (Landline). If you have a smartphone/Tablet and an Apple-ID - go to APP-store and search for DUO.

Install on your device

Then go to GKN Supplier Portal website: https://supplierportal.gaes.gknaerospace.com/ and follow the below steps:
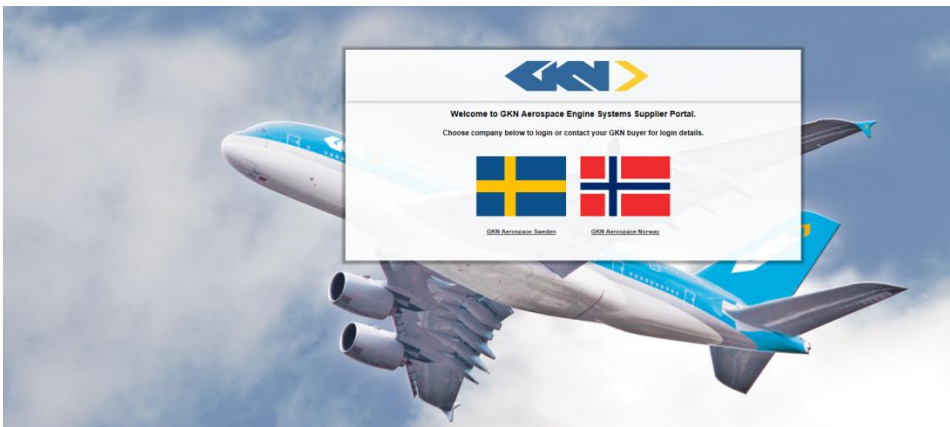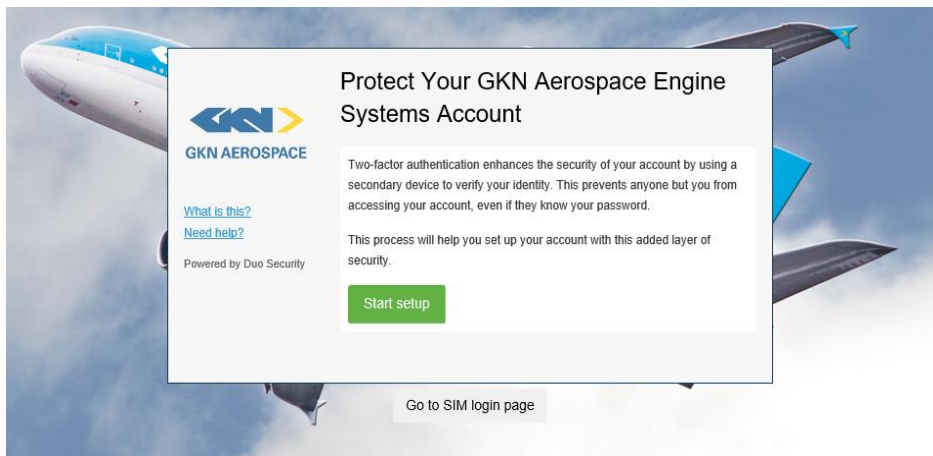
1. Click on the flag (representing your GKN customer)
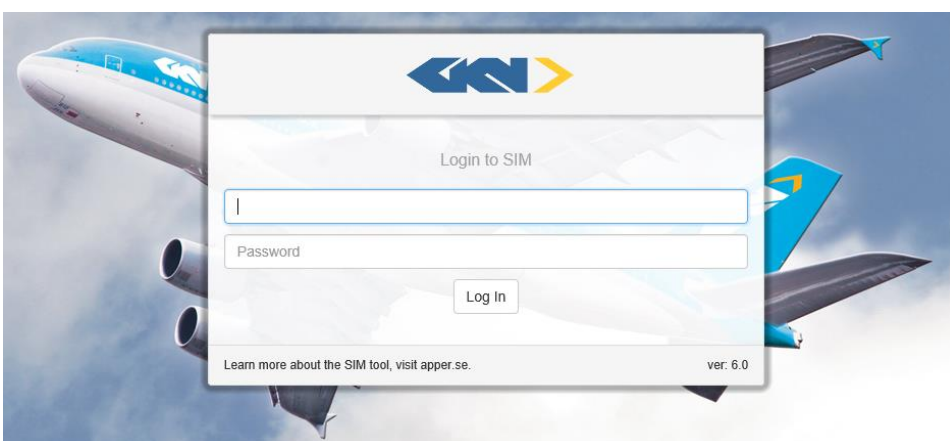
2. Enter your email address on the first line
   Example: *firstname.lastname@suppliercompany.com*
   Second line: Enter your personal password (First time sent by e-mail from GKN)
   Click on "Log In".
   The next screen that pops up is to log in through the second layer of security.
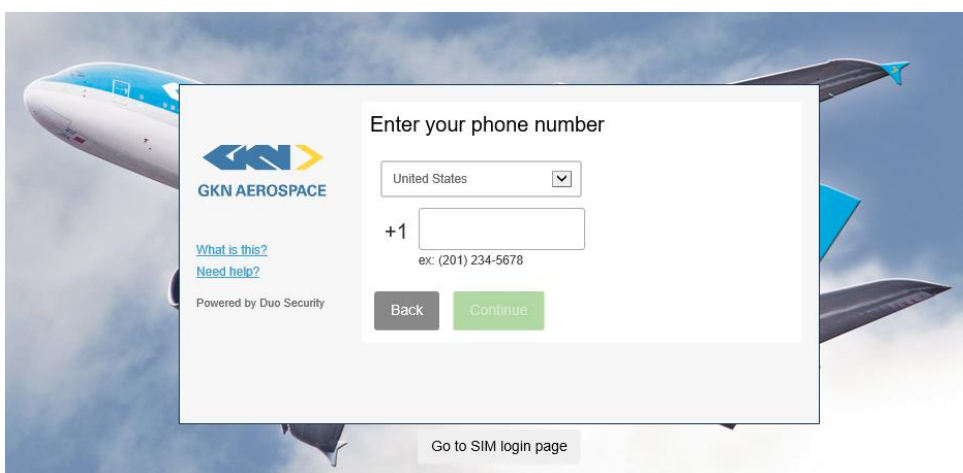   *(Steps to be performed when logging in the first time.)*

3. *Read the information on the screen and click "Start setup" button.*
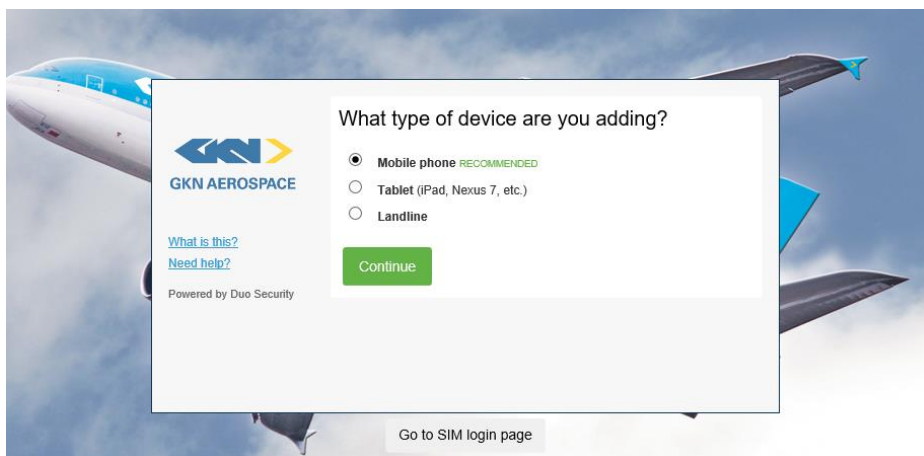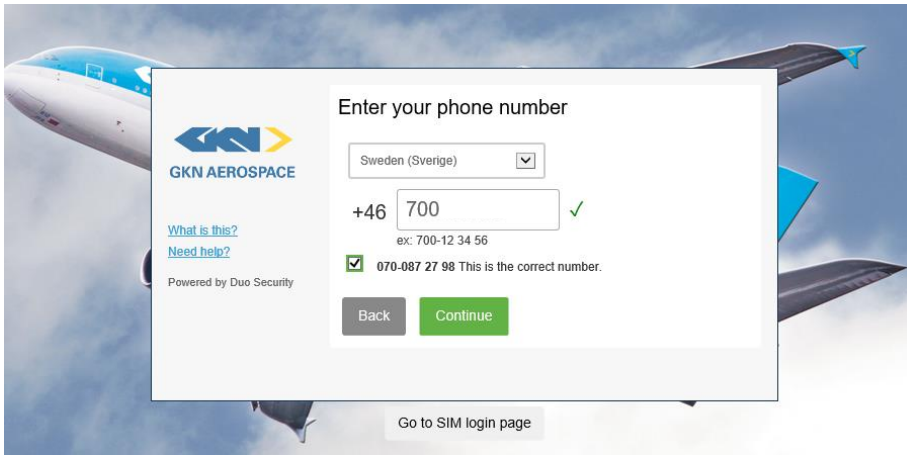

4. Choose which device you want to use to log in to the second layer. GKN recommends Mobile phone (and that you at a later stage choose the duo app-option) once you've chosen your device - click on the "Continue" button.
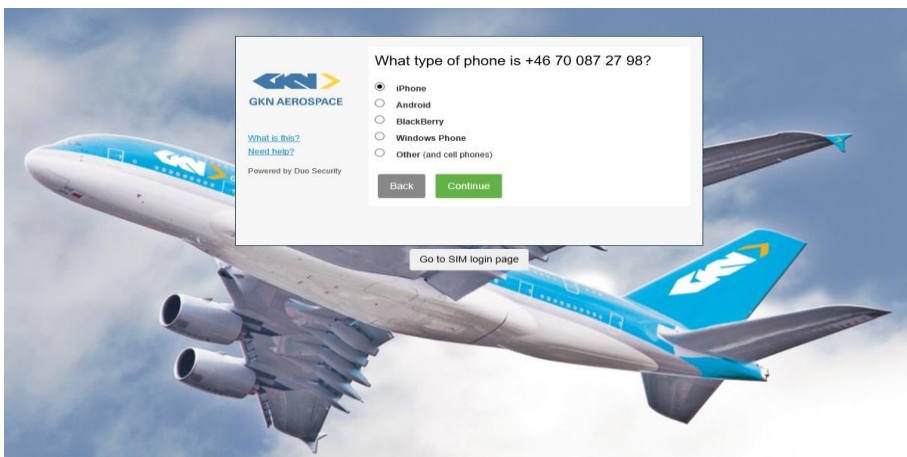

5. Choose your country from the drop down list, and enter your cell phone number in the field below. If Landline was chosen normal phone number is ok to use.
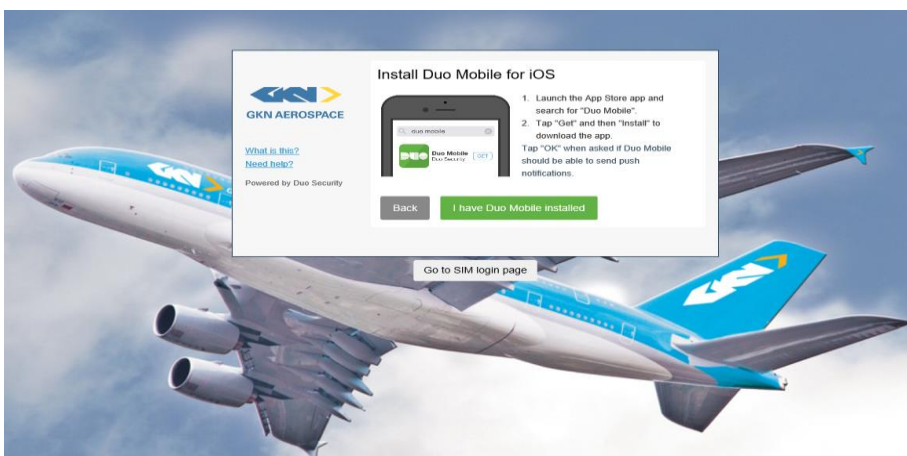
6. Make sure to verify that your number is correctly typed, and mark the checkbox. Click on the "Continue" button.
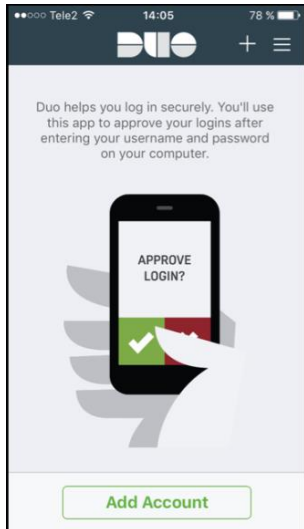

7. Choose the type of phone that you have and will use to log in. Click on the "Continue" button.

8. If you haven't installed the DUO app, please do so by following the instructions on the screen below. Once installation is complete, click on "I have Duo Mobile installed" button.

9. Open the DUO mobile app on your phone, and click on "add account".

10. Allow camera to scan the barcode, and simply scan the barcode on the screen (below). (If you don't have a camera or ability to use app, click on link "or have an activation link emailed to you instead".)
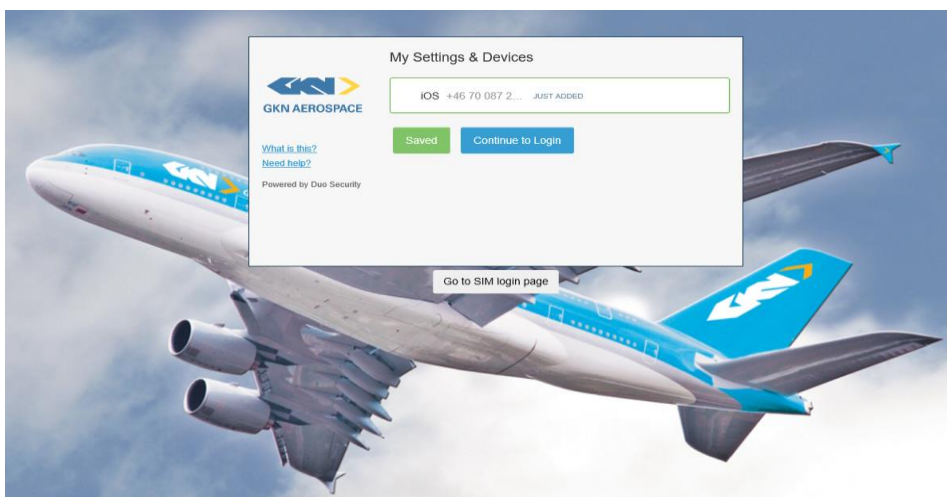

11. Once the barcode has been successfully scanned, a green "correct" will appear on the barcode and you can now click on the "Continue" button.
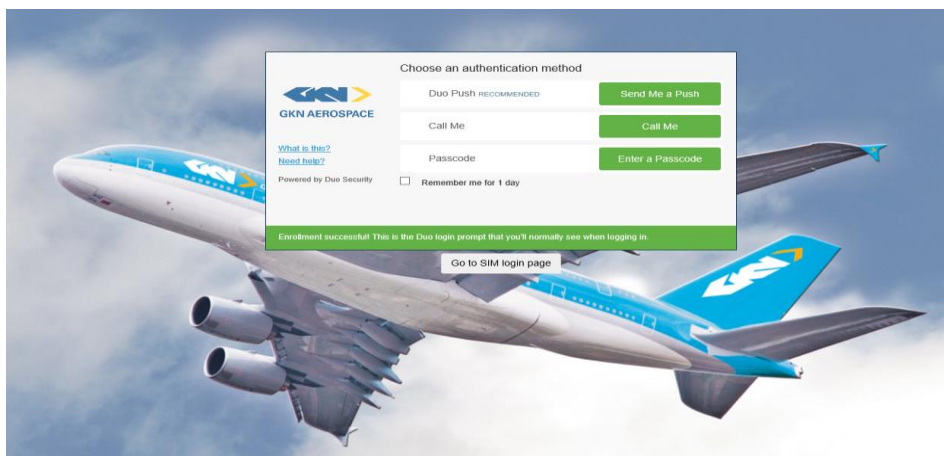
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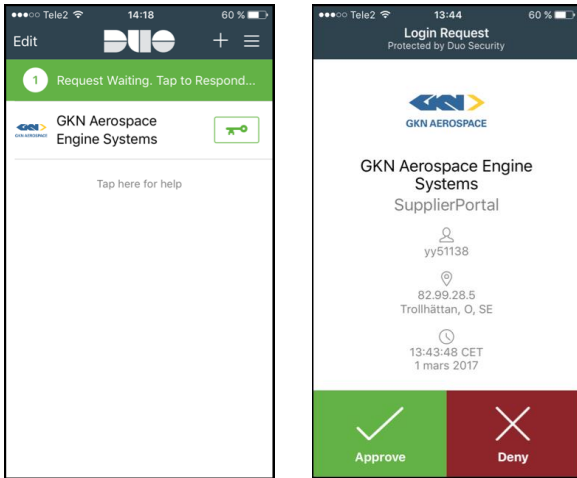12. Click on "Continue to Login" button (below)

13. Choose authentication method. Preferably "send me a push"

14. On your DUO mobile app will now find a Login request waiting for approval. Click the green area "Request Waiting", and then "Approve".
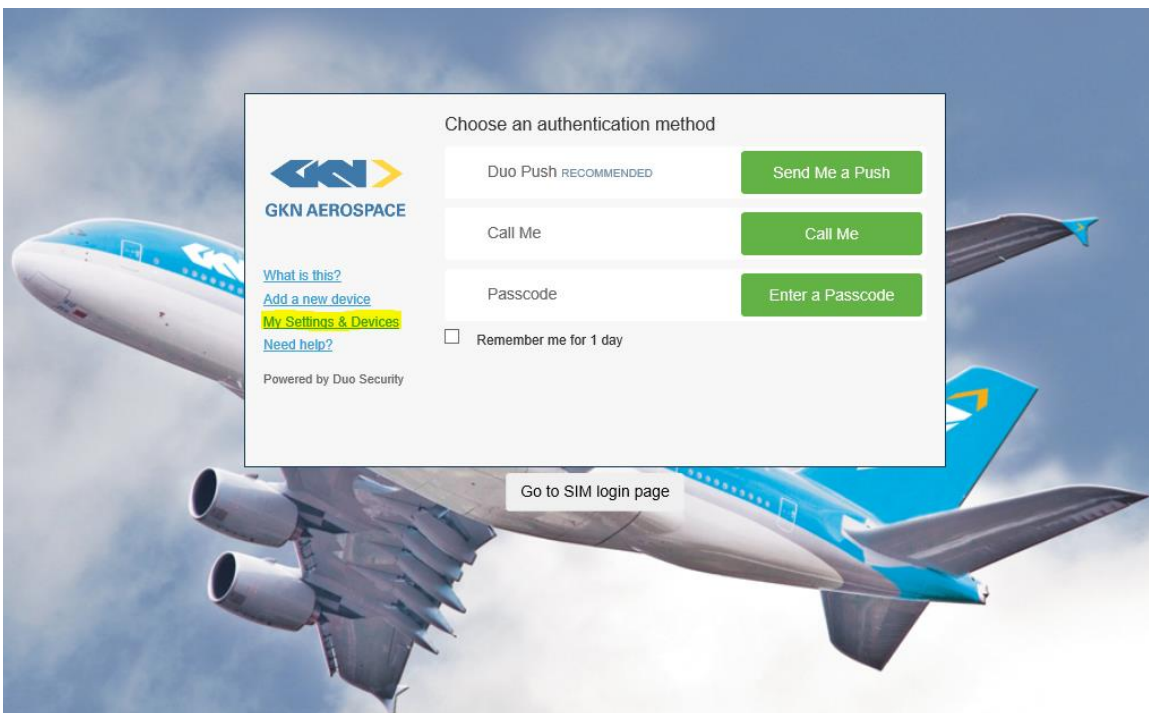
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Now you are fully logged in to the GKN Supplier Portal.
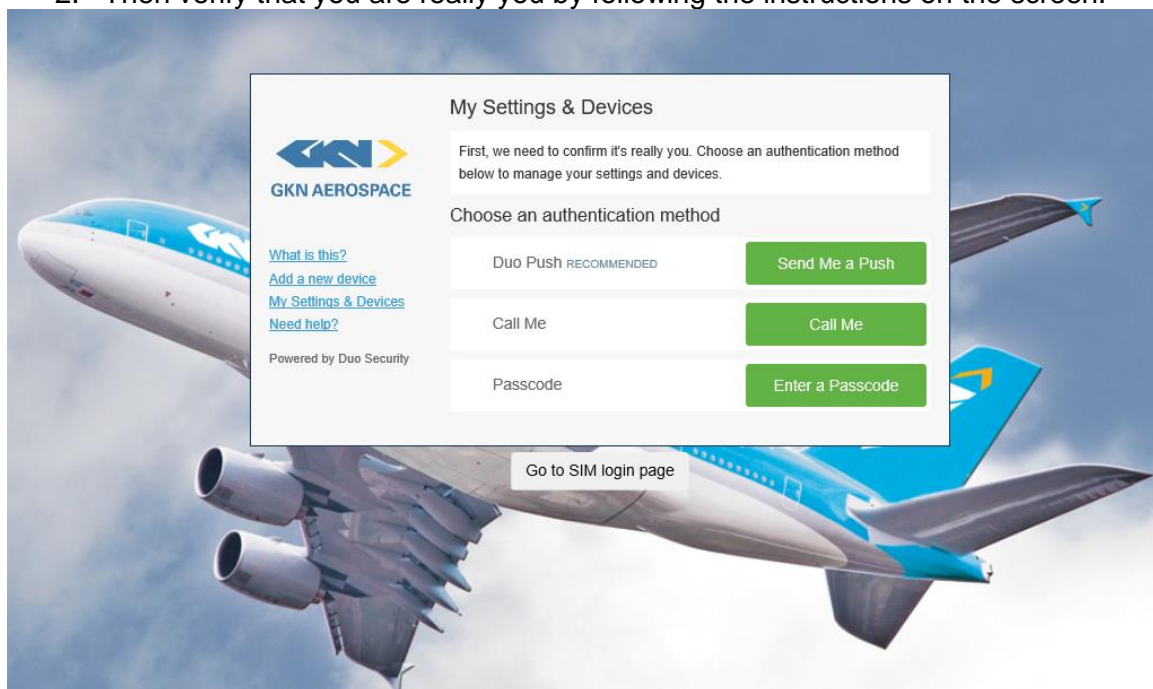The next time you log in you have already made all the required settings, and follow steps 1-2 +13-14*.

1.1   Changing a login device in DUO for GKN Supplier Portal

1. Log in through initial login screen on the GKN Supplier Portal.Below screen appears - Click on "My Settings & Devices".
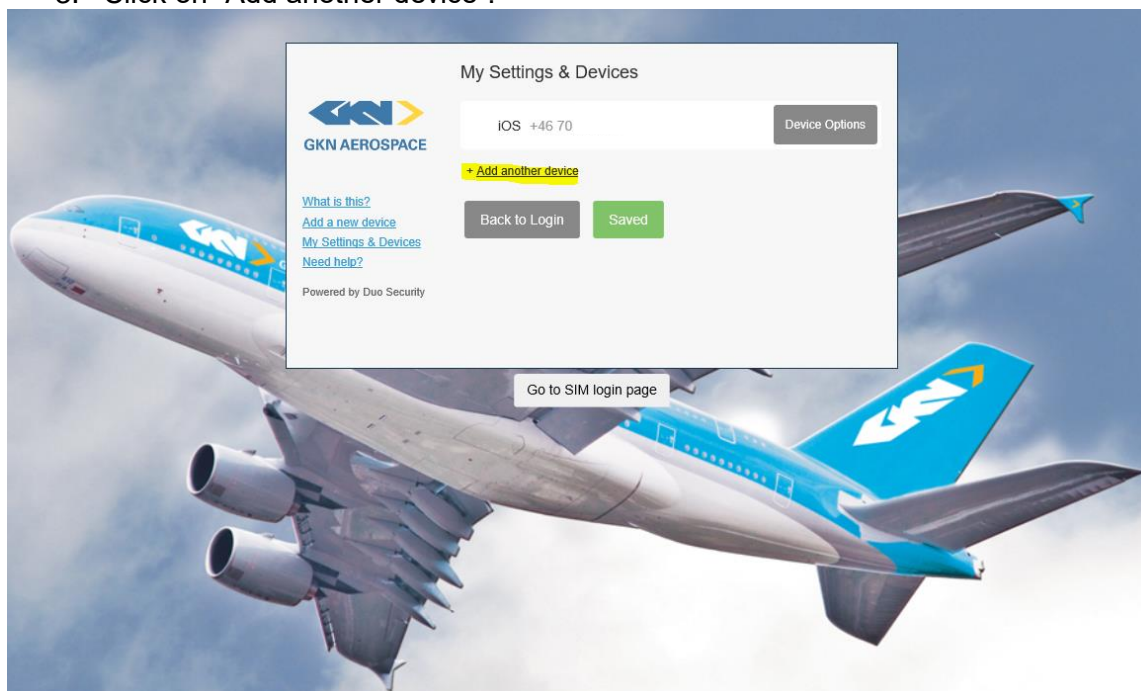
2. Then verify that you are really you by following the instructions on the screen.
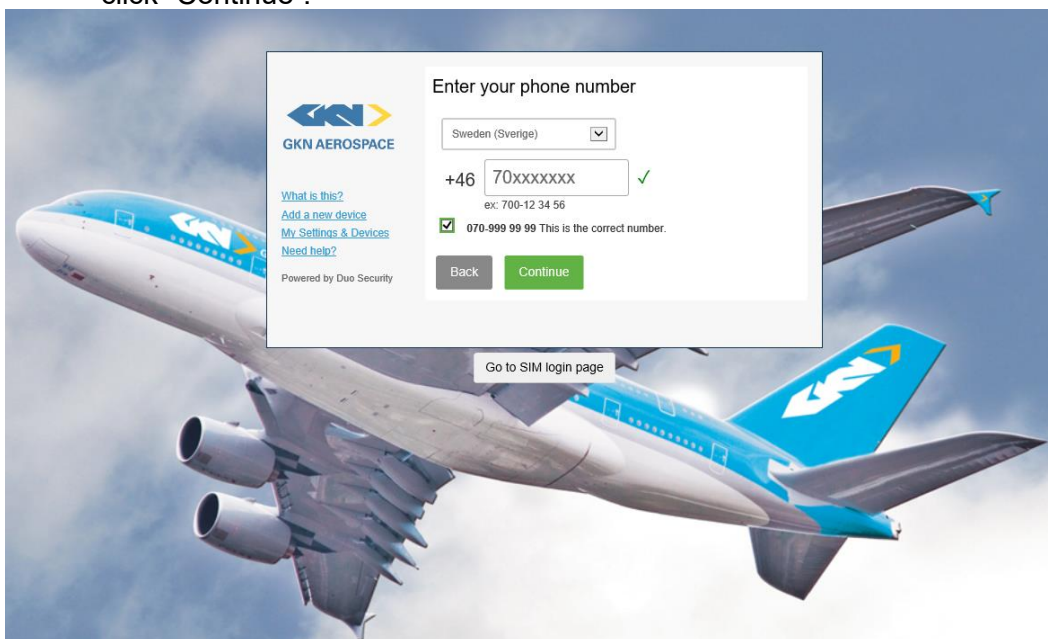

3. Click on "Add another device":

4. Choose type of device and click "Continue". *This instruction will use Mobile phone as an example device.*
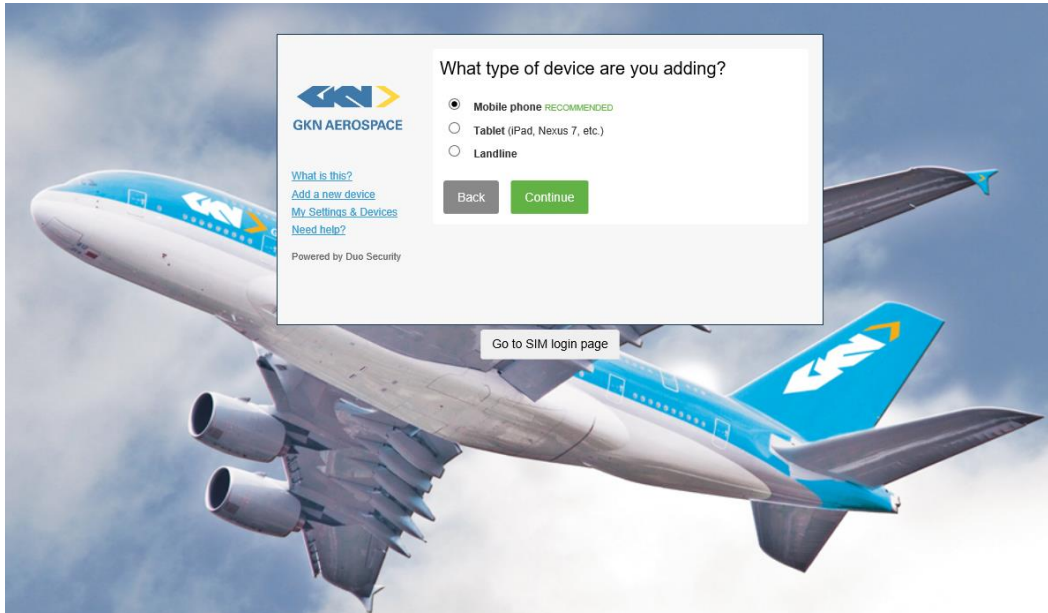
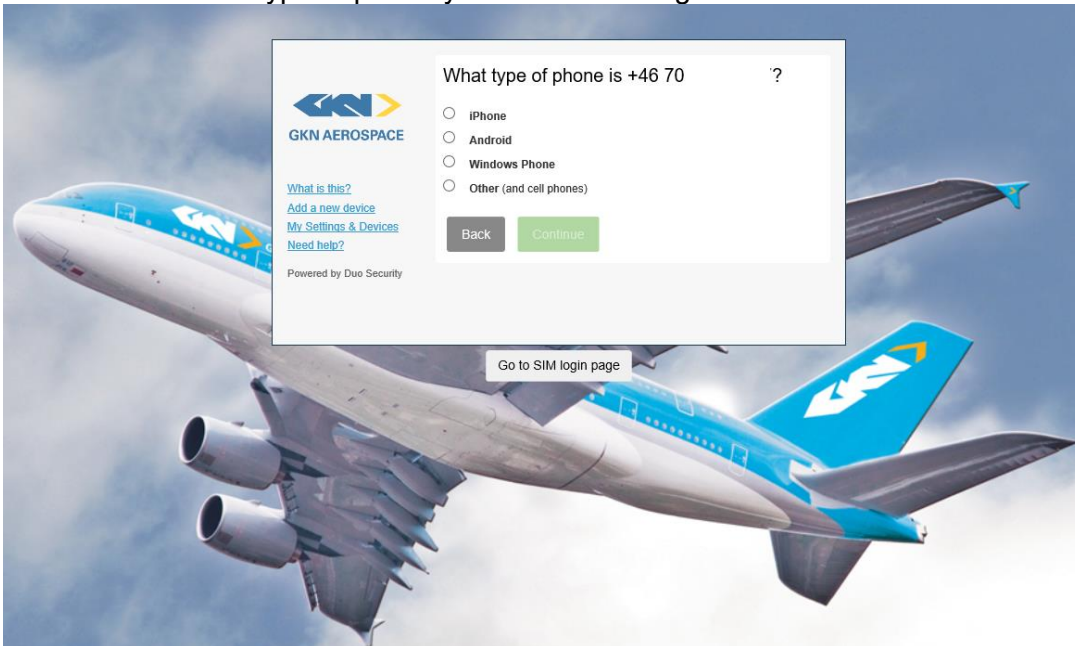

5. Enter the correct phone number you wish to connect to DUO, verify it by checking the checkbox and click "Continue":

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6. Choose the type of phone you are connecting to DUO and click "Continue":

7. Follow the instruction on the screen to download duo app or if DUO app is already installed on your device – click "I have Duo Mobile installed".
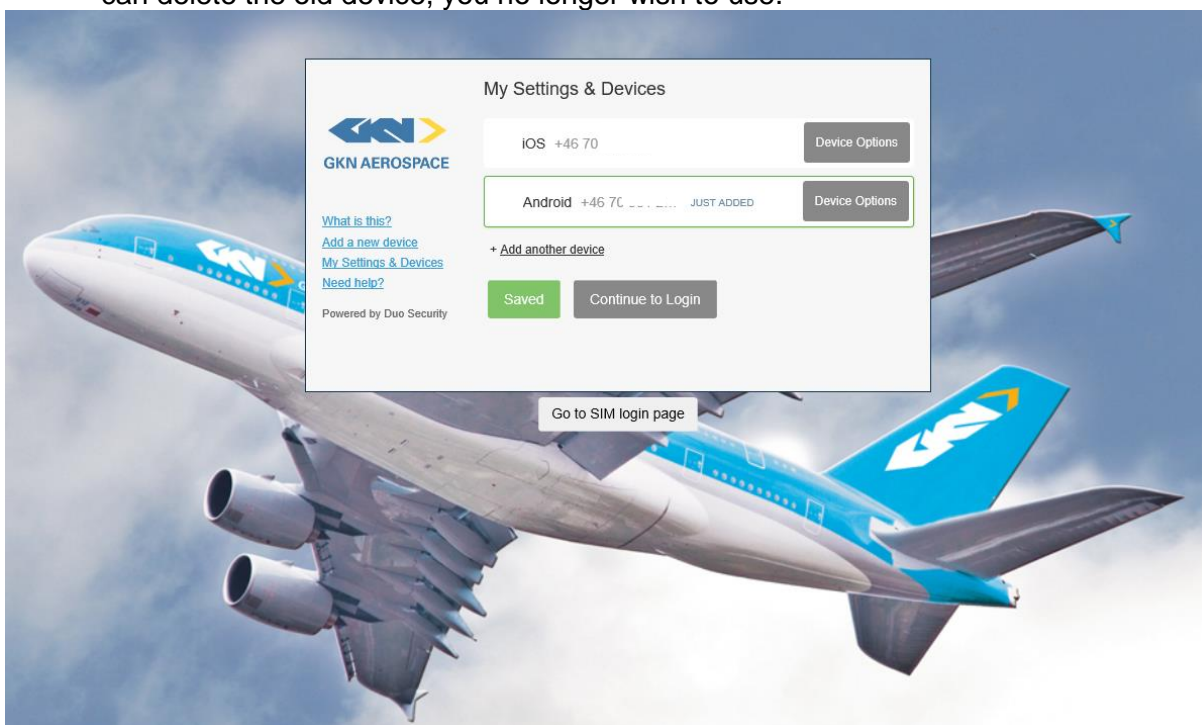
8. Follow the instructions on the screen to scan the barcode using your device (and DUO app). Click "Continue".


9. Once your new device is connected and registered, you will be redirected to below page. Here you can delete the old device, you no longer wish to use.
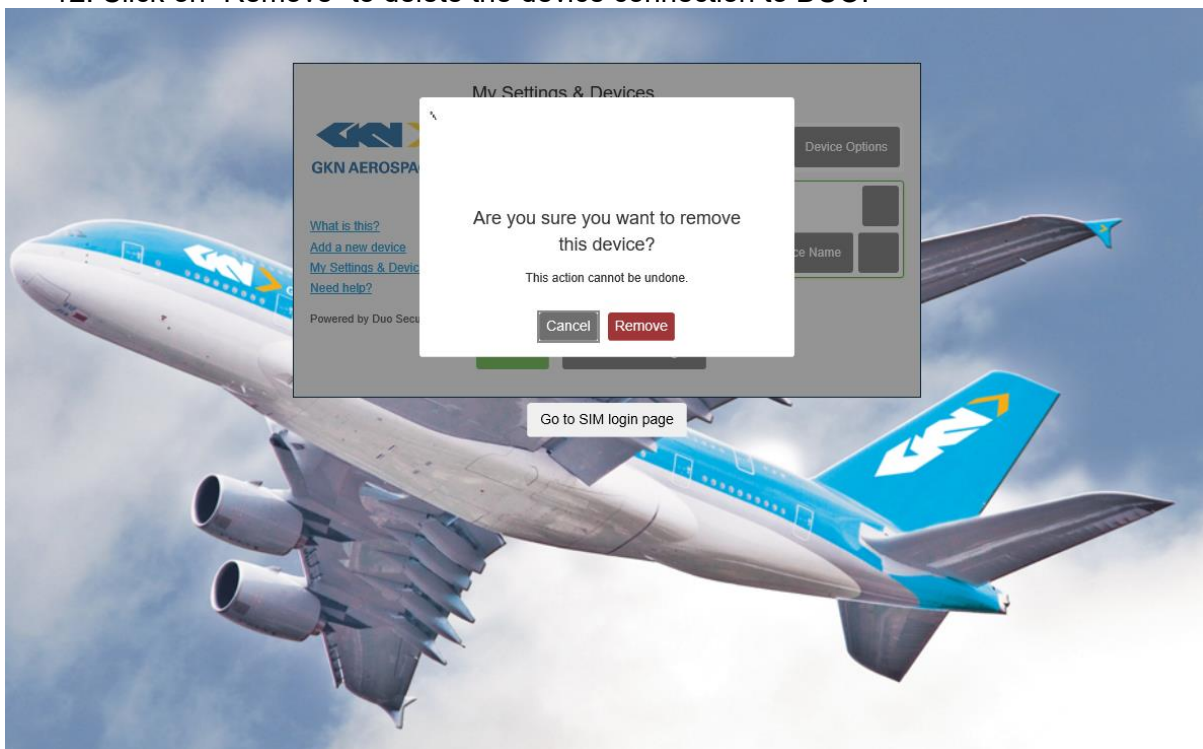

10. Click on "Device Options", for the device you wish to remove.

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11. Click on circled button to remove device.
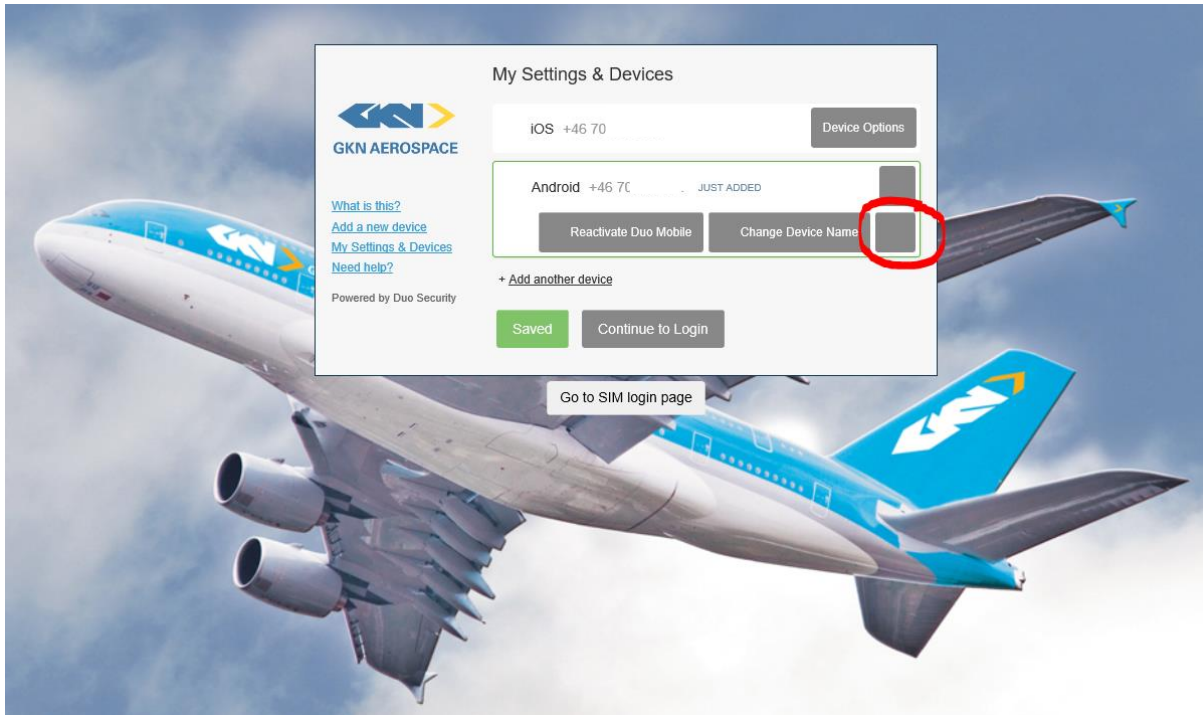
12. Click on "Remove" to delete the device connection to DUO.

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13. DUO now confirms that the device was successfully removed.