# Step-by-step guide



# The new API platform

#### Step 1. Account information

Please contact the CIT Service Desk (call +31 (0)88 225 5651 or email citservicedesk@postnl.nl) to be granted access to the API Manager portal to collect and manage the API keys. Name and email address of the contact person in your company is required.

# Step 2. Account verification

Once the Service Desk has linked this email address with your company, you will receive an automatic email message with the activation link.



#### User account activated





Dear Mr. Name.

An account on API Manager has just been activated for you. You are now able to access API Manager via http://developer.postnl.nl.

Click on the hyperlink below or paste the link into your web browser. You will automatically be referred to a secure webpage where you can create a password.

https://qmp.a04.cldsvc.net/?

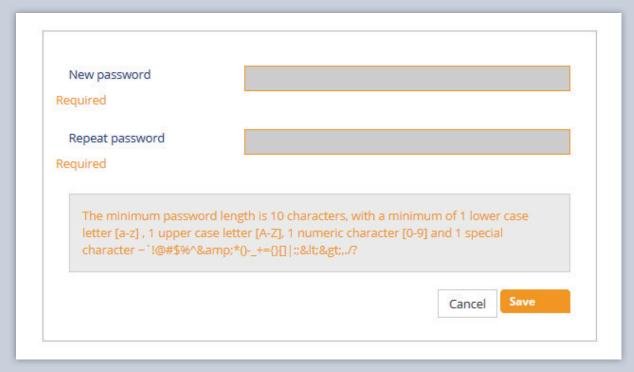
\$2a\$10\$/Mt5J4u8Rib6zr1Adfp9aOVSpvy5tC4EUcNlrwoko3bYZTdCMeNEK#/

For support you can contact Parcels CIT Servicedesk by phone +31 (0)88 225 5651 or via email citservicedesk@postnl.nl or Data Solutions Technical support by phone +31 (0)88 868 3747 or via email tsdatasolutions@postnl.nl.

Thank you for making use of our services, PostNL

# Step 3. Setting the password

Click on the hyperlink in the email to create a personal password for your user account.

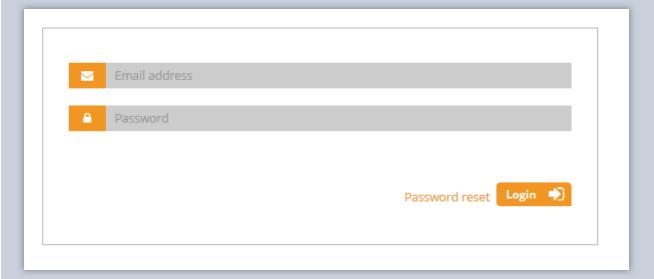


### Step 4. Log in to API Manager

You will now be redirected to the portal at https://developer.postnl.nl/. Click on API Manager in the menu that appears.



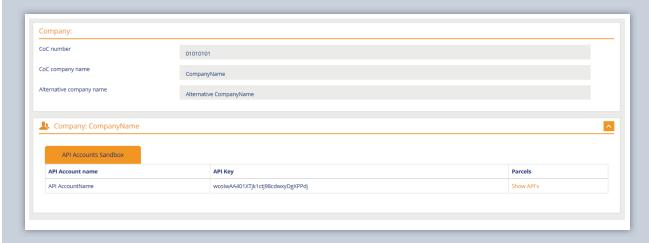
Log in to API manager with your email address and password.



#### Step 5. Your API account

Your Company Overview page displays which API account has been linked to the platform, together with the API key for the PostNL Parcels Sandbox test environment.

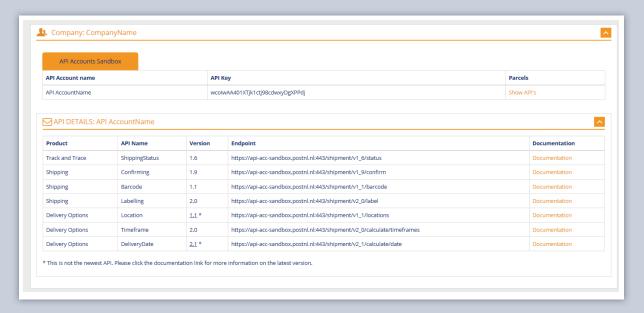
The API key can be used for all API Parcels which you currently use in the CIF environment.



#### Step 6. Managing your APIs

If you click on the 'Show APIs' link under PostNL Parcels, you will see which APIs are currently linked to your API account. This is based on the use of the CIF web services. The most recent version, u use (or have to use) will be displayed here.

The APIs can be found under the Products: 'Shipping', 'Delivery Options' and 'Track & Trace'.



#### Step 7. Version control

If an asterisk (\*) is displayed next to the version of the API, then you are not using the most recent version.

The Documentation link takes you to the up-to-date page. On this page, under the 'Versioning' paragraph, you can view the release notes and see what changes have been made to the interfaces. If you currently use a version/versions that will cease to be operational, the most recent version will be shown next to the API name.

Please note: An update will be required if you want to use the latest version of the APIs. This will entail programming a number of changes/new fields.

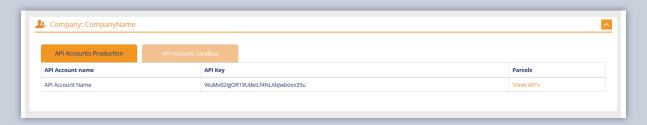
#### Step 8. Sandbox connection

If you have made a connection to the Sandbox environment and everything is working as it should, please contact the CIT Service Desk (call +31 (0)88 225 5651 or email citservicedesk@postnl.nl).

A service desk employee will validate your connection and grant you authorisation for the Production environment.

#### Step 9. API key Production environment

You can find the API keys under the API Accounts Production tab. You can also view the endpoints for the Production environment under 'Show APIs'.



#### Step 10. Production

You can now use the Production APIs and the new API platform.

Click here for background information and additional tips.

