

OEKO-TEX® Connect Platform

- Quick Start Guide



MADE IN
GREEN



STANDARD
100



ORGANIC
COTTON



LEATHER
STANDARD



ECO
PASSPORT



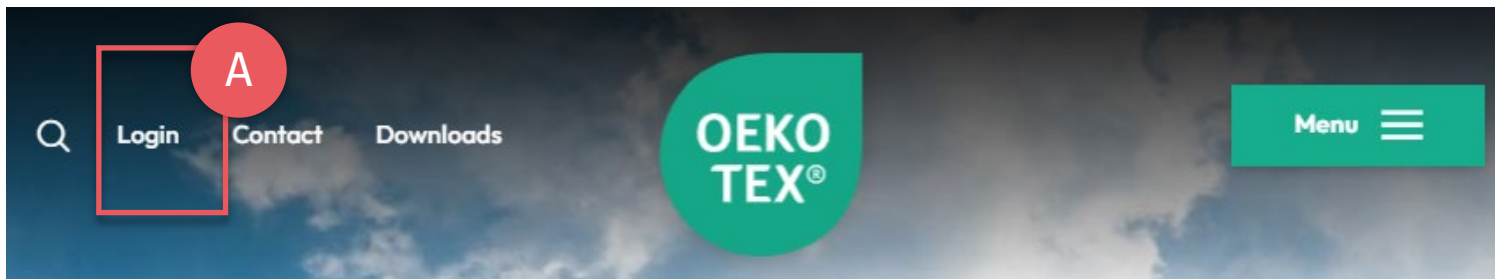
STeP



RESPONSIBLE
BUSINESS

Contents

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9. [OEKO-TEX® MADE IN GREEN label management](#)
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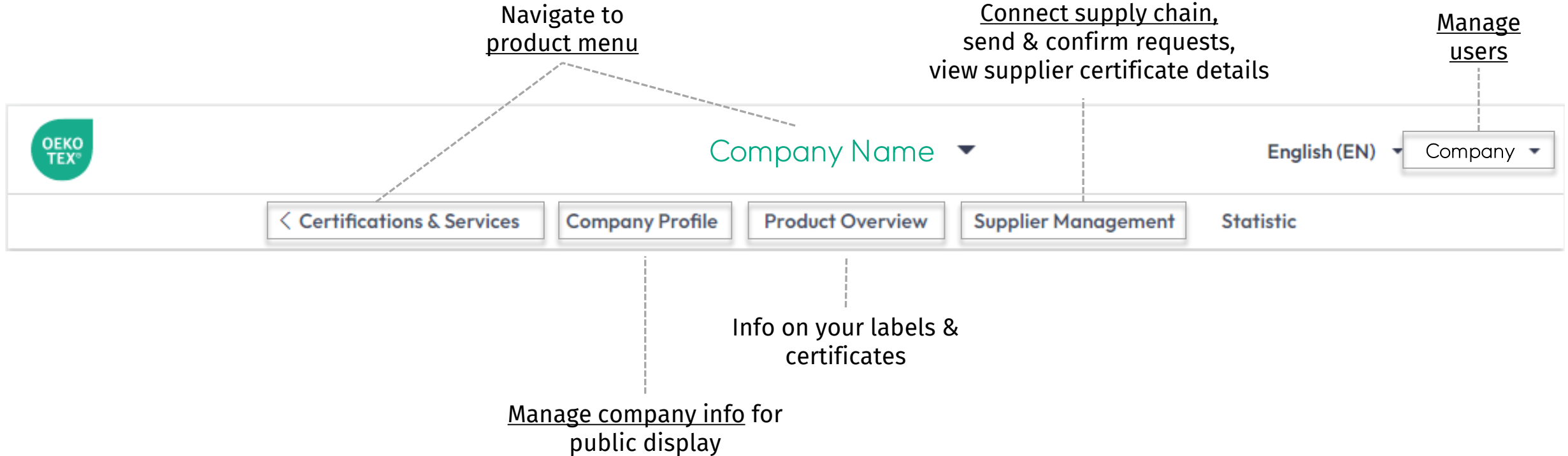


1. Access OEKO-TEX® Connect

- A. Go to oeko-tex.com & click 'login'
- or -
Go directly to [OEKO-TEX® Connect Portal](#)
- B. Login
- Use existing OEKO-TEX® customer login
 - To obtain existing login details, e-mail: service-ot@hohenstein.com
- C. Register as a new customer
- D. New customers – start application
(Current customers login first, then apply)

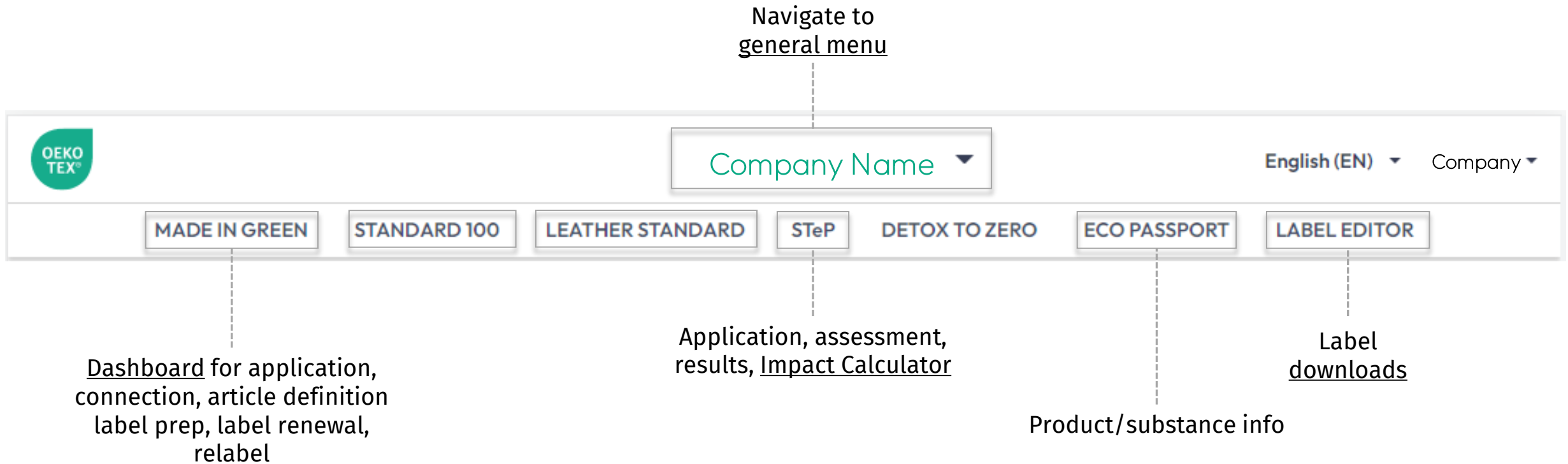
2. OEKO-TEX® Connect Interface

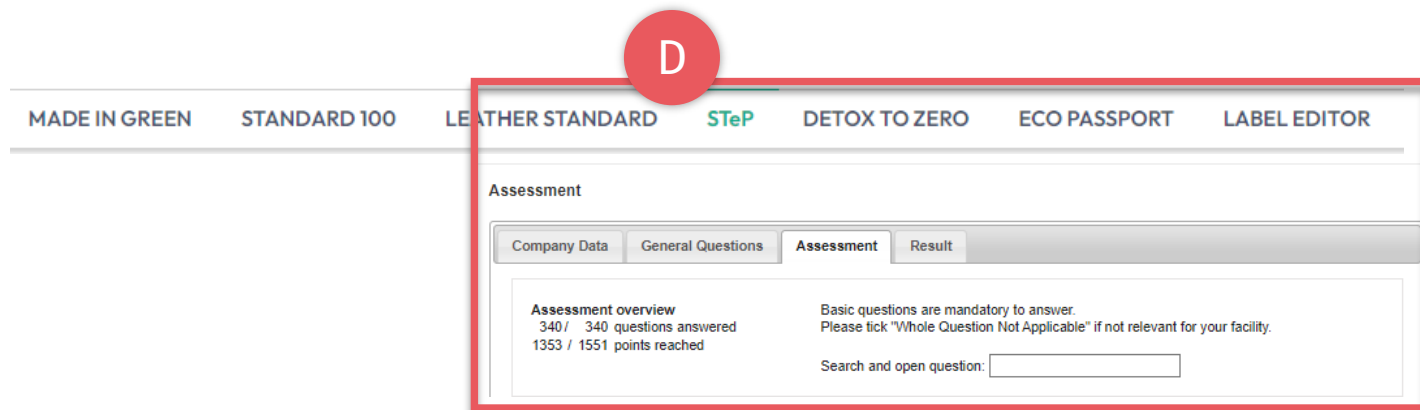
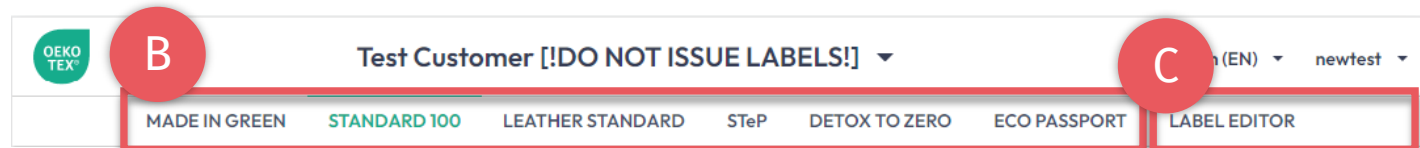
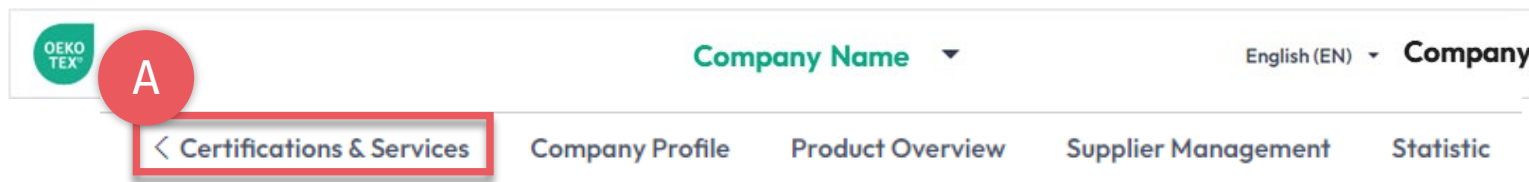
General Menu



2.1 OEKO-TEX® Connect Interface

Product Menu





3. Manage OEKO-TEX® Services

- A. Click 'Certification & Services'
- B. Manage your OEKO-TEX® certifications & labels
 - C. Download label files for your existing OEKO-TEX® certifications (formats, QR codes, colors)
- D. View STeP scores, update your internal assessment for compliance or renewal audit
- E. Apply for any OEKO-TEX® products that you don't yet have (Choose HOHENSTEIN as your institute)

Your labels

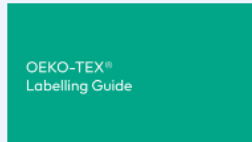
 Search by product ID or certificate number

0 of 0 labels displayed



Design your first label

C



Labelling guide

For more information about Product Labels and how to use them, please see the Labelling Guide.

[View labeling guide](#) →

E



Not sure how to start?

We created a video tutorial explaining how to create labels and hangtags for all your OEKO-TEX® products.

 [Start the video tutorial](#)

D

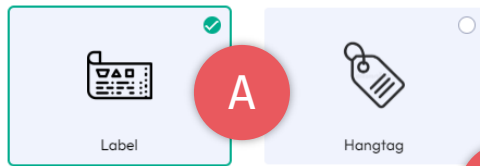
4. OEKO-TEX® Label Editor

- A. Click on company name to navigate to product menu
- B. Click 'LABEL EDITOR'
- C. Click 'Design your first label'
 - Select certificate or label #
 - Select layout options, colors, QR code
- D. [Watch short video tutorial](#)
- E. Follow the [Labelling Guide](#)

Choose a label type



Labels are used for woven clothing tags and marketing materials, while hangtags are used for physical products only.

[< Back](#)[Continue >](#)[Home](#) > [Label editor](#) > [Design label](#)

Products

Please select certificates or MADE IN GREEN labels

2 selected

For all selected products one common label design will be applied in the next step

☐ Select all☒ TESTCERT-2-Betti0☒ TESTCERT-2-Betti1☐ TESTCERT-2-Betti3

C

STANDARD 100

☐ MADE IN GREEN☒ STANDARD 100☐ ECO PASSPORT☐ STeP☐ LEATHER

Valid until 30.9.2022 STANDARD 100

D

[< Your labels](#)

1 Products

2 Layout

3 Export

E

[Next >](#)

4.1. Label Editor - Product

- A. Choose type: 'Label' or 'Hangtag'
- B. Click 'Continue'
- C. Filter by type of OEKO-TEX® certification or label
- D. Select the specific label number(s) to create
- E. Click 'Next'

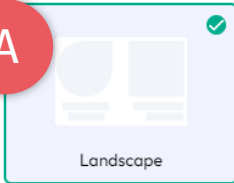
[Home](#) > [Label editor](#) > [Design label](#)

Layout

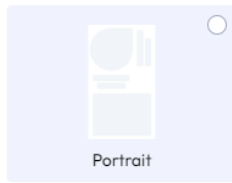
Select label orientation

Do you need a landscape or portrait label?

A



Landscape



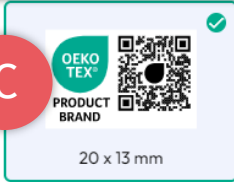
Portrait

Select a template

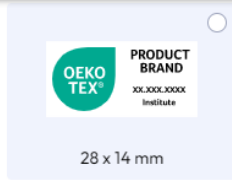
☐ I am creating a label for products sold in the European Union ⓘ

B

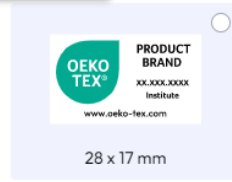
C



20 x 13 mm



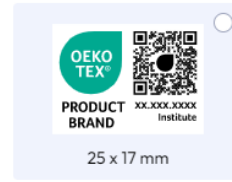
28 x 14 mm



28 x 17 mm



25 x 20 mm



25 x 17 mm

D

[Next](#) →[← Previous](#)

✓ Products

2 Layout

3 Export

4.2. Label Editor - Layout

- Select 'Vertical' or 'Horizontal' orientation
- For EU legal compliance, Select: 'I am creating a label for products sold in the European Union' (This adds "oeko-tex.com" that is required in the EU)
- Select a label template
- Click 'Next'

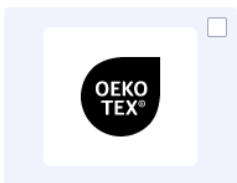
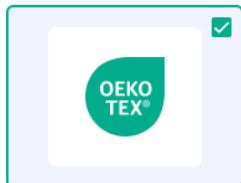
[Home](#) > [Label editor](#) > [Design label](#)

Export

Select color schemes

Select one or more color schemes. These will be applied to each label.

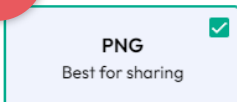
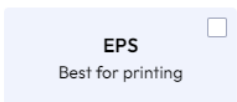
☒ Select all



Select file formats

Select one or more file formats. These will be applied to each label.

☒ Select all

[← Previous](#)[✓ Products](#)[✓ Layout](#)[3 Export](#)[Export](#)

4.3. Label Editor - Export

- A. Select the label color(s)
- B. Select file format(s)
(svg, eps, pdf, png)
- C. Click 'Export' to download a zip file of your label(s)
(If you didn't select a location for the download, check your 'Downloads' folder.)

Please refer to the [Labelling Guide](#) for correct usage

The screenshot shows the OEKO-TEX Supplier Management interface. At the top, there's a navigation bar with 'Company Name' and 'English (EN)'. Below it, a menu bar includes 'Certifications & Services', 'Company Profile', 'Product Overview', 'Supplier Management' (highlighted with a red box and label A), and 'Statistic'. Under 'Supplier Management', there are tabs for 'Direct Suppliers', 'Indirect Suppliers', 'Supplier Tree', 'Supplier Archive', and 'Alerts'. The 'Direct Suppliers' tab is active, showing a '+ Add Supplier' button (highlighted with a red box and label C), 'Send email to direct suppliers', and 'Export to Excel'. A filter bar shows 'Filter (Displaying 1 of 1 suppliers.)'. Below this, there's a 'Sent Requests' section (highlighted with a red dashed box and label D) with a 'Contact filtered suppliers' button. At the bottom, there's a 'Received Requests' section (highlighted with a red dashed box and label E). A modal window titled 'Received Requests' is open, showing a table with columns: Sender, Status, Last Received, and Marked. The table has one entry: 'Company Brand' with status 'Pending', last received 'Oct 14, 2019', and marked with a checkmark. The modal also contains a form for 'Company Brand' with fields for Address, City, Post Code, and Country. It includes checkboxes for 'Contact sender', 'Mark this request for later review!', and 'I accept the terms of use!'. There's a text box for 'Please select the relevant suppliers for this contact:' and a dropdown for 'Please select relevant STANDARD 100 or LEATHER STANDARD certificate number for this contact:' with the value '22.HIN.19655'. On the right, there's a section for 'Please select the permission level to apply to this request.' with a dropdown set to 'Permission 2'. At the bottom of the modal, there are buttons for 'Reject the request' and 'Accept and save request'.

5. Connect Supply Chain

- Click 'Supplier Management'
- View 'Direct Suppliers' or 'Indirect Suppliers'
- Invite your (certified & uncertified) direct suppliers via '+Add Supplier'
- Review sent supplier requests
- Confirm pending requests received from customers via 'Accept & save request'

(View detailed supply chain connection guide)



Company Name

English (EN) Company

< Certifications & Services

Company Profile

Product Overview

Supplier Management

Statistic

Direct Suppliers

Indirect Suppliers

Supplier Tree

Supplier

Alerts

Alerts

Export to Excel

If you are looking for alternative OEKO-TEX® certified suppliers, click here: [Buying Guide](#)

Filter (Displaying 1 of 1 suppliers.)

Name	Country	Certifications	STeP Performance	Type(s) of Operation	STeP valid to	Alerts
Dog Ready Made Garments S.p.A. customer-26 Name2	Austria	STeP		F: Making up of products	Jan 16, 2022	1

Dog Ready Made Garments S.p.A.
customer-26 Name2

Sunny Street 26

More address info (26)

Post Code: 1234-26

City: Metropolis

Country: Austria

Institute: INST-1083

Certifications: STeP

STeP Certificate: 19000066

Certificate Scope:

This is the certificate scope.

STeP certificate is valid until: Jan 16, 2022

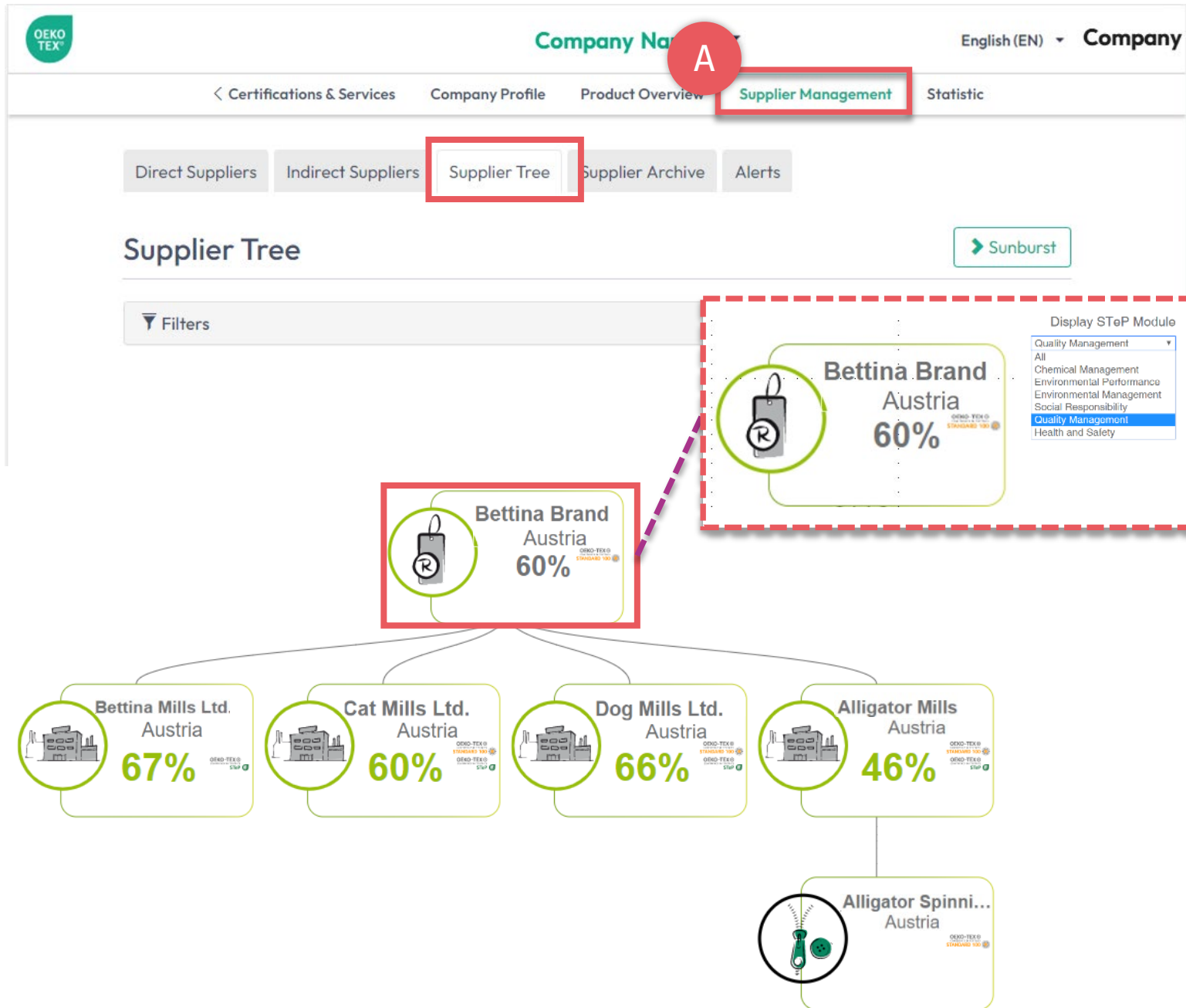
STeP alert:

19000066: No valid audit found

Show supplier KPIs

6. View Alerts

- Click 'Supplier Management'
- Click 'Alerts'
- Track supplier certificate expirations



7. Visualize Supply Chain

- A. Click 'Supplier Management'
- B. Click 'Supplier Tree'
- C. View direct & indirect suppliers - marked with certificates (STeP, STANDARD 100, LEATHER STANDARD)
- D. Click your company name to view supply chain's OEKO-TEX® STeP scoring – overall or for each module
- E. Evaluate suppliers according to their OEKO-TEX® STeP scoring – overall or for each module

The screenshot shows the OEKO-TEX Company Profile page. At the top, the OEKO-TEX logo is on the left, and the language is set to English (EN). The main navigation bar includes 'Certifications & Services', 'Company Profile' (highlighted with a red box and labeled B), 'Product Overview', 'Supplier Management', and 'Statistic'. Below this, the 'Company Profile' section for 'Bettina Brand AG' is displayed. A red circle labeled C points to the 'Customer number' field, which contains 'C7C44YLML1'. A red circle labeled D points to the 'Edit' button. A red circle labeled E points to the 'Yes' radio button for the question 'Shall this address be displayed in the OEKO-TEX® Buying Guide?'. A red circle labeled F points to the 'Store changes' button. The page also features a 'Logo web link' section with a text input field and a 'Web addresses' section with a text input field. A red box labeled A points to the 'Company Name' dropdown menu.

OEKO-TEX®

English (EN) Company

< Certifications & Services **Company Profile** Product Overview Supplier Management Statistic

Company Profile

Bettina Brand AG

Customer number
C7C44YLML1

Bettina Brand AG
Street 1
95701 City
Austria
Email: info@bettinabrand.com

Show this address in the OEKO-TEX® Buying Guide? ☒ Yes ☐ No

Edit

The first address comes from the master data that is connected with your OEKO-TEX® certificates and cannot be changed. You can deactivate the display of the address in the Buying Guide and indicate any further contact addresses.

Bettina Brand AG
Street 1
95701 City
Austria

Phone
Email: info@bettinabrand.com

Shall this address be displayed in the OEKO-TEX® Buying Guide? ☒ Yes ☐ No

Logo web link:
This link will be added to your logo.

Add a new address

Web addresses:
Please separate multiple addresses with commas

Cancel Store changes

8. Company Profile

For display on oeko-tex.com Buying Guide

- Click company name to switch between menus
- Click 'Company Profile'
- View your OEKO-TEX® customer number
- Click 'Edit' & complete the info
- Select 'Yes' to show in Buying Guide
- Click 'Store changes'

(View detailed Buying Guide instructions)

OEKO TEX[®] **Company Name** English (EN) Company

< Certifications & Services Company Profile Product Overview Supplier Management Statistic

MADE IN GREEN STANDARD 100 LEATHER STANDARD StEP DETOX TO ZERO ECO PASSPORT LABEL EDITOR

Articles / Requests Labels Product lines Alerts

Articles **+ Add Article** **+ Relabel** Export xlsx

Enter MIG product ID to rel

Article name	Article number	Article internal remark	Submitted	
BLANKET	110			Show supply chain
Testex cushion cover	123			Show supply chain
Baby shoe	123			Show supply chain

Archived articles

Article name	Article number	EAN	Submitted	
Bathrobe, 100%Microfiber	233232222			Show supply chain

9. MADE IN GREEN Management

- A. Click 'MADE IN GREEN'
- B. Click 'Article/Requests'
- C. Add a new article via '+Add Article'
- D. Relabel a supplier's MADE IN GREEN labelled product via '+Relabel'
- E. View & edit existing articles including their supply chain
- F. Archive unused articles & view archives list

(View MADE IN GREEN Technical Manuals)

Company Name

English (EN) Company

MADE IN GREEN

STANDARD 100

LEATHER STANDARD

STeP

DETOX TO ZERO

ECO PASSPORT

LABEL EDITOR

Articles / Requests

Labels

Product lines

Alerts

Sent Requests

Contact

Receiver	Country	Unanswered / Total
		All With unanswered requests

Received Requests

Sender

Country

U

Articles / Requests

Labels

Product lines

Alerts

Received Requests

Back

Company Name

Show profile

Pending

Article name:

Towel

Article number:

12942

MiG Label Number:

M21LM35T6

Article Description:

Towel produced from white and dyed terry fabric made of 100% Cotton, 450 gsm

Used in articles:

SET 3PCS BATH TOWELS 100% COTTON.SCALPERS HOME

Classifications:

Fabrics

Woven fabric

Home textiles

Confirm request

9.1 MADE IN GREEN Management

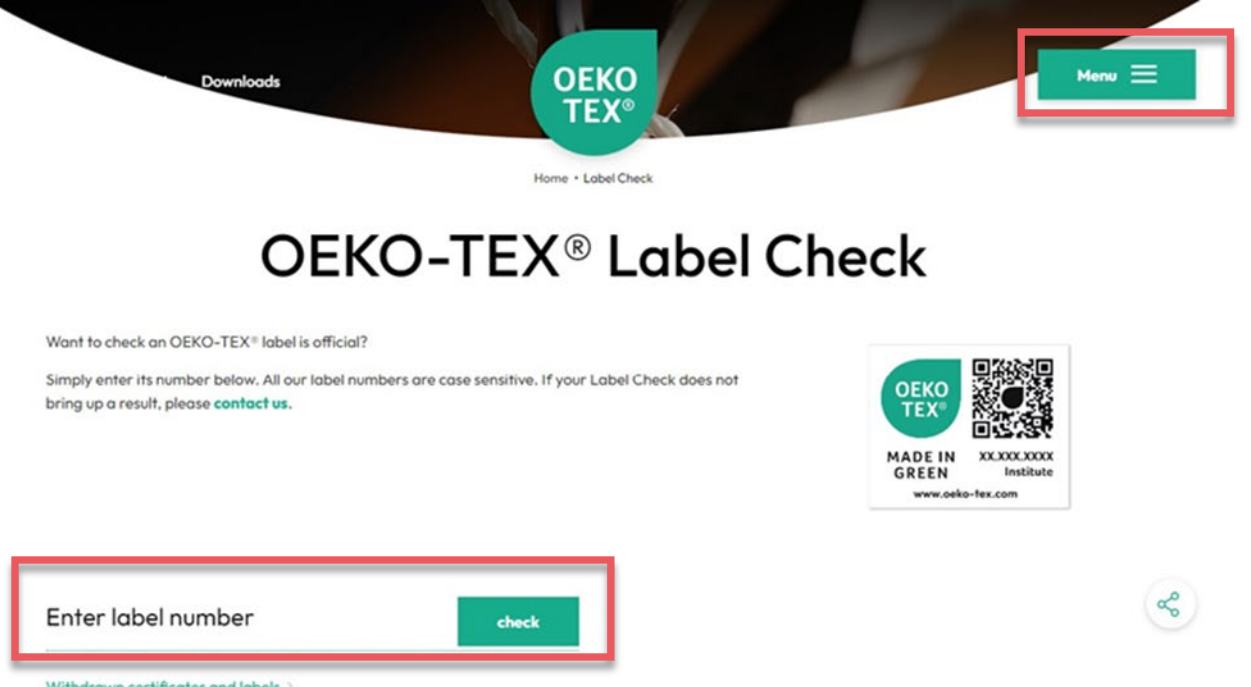
In 'Article / Requests' tab

- G. Review sent & received component requests
- H. Confirm pending received requests from customers via 'Confirm request'

In 'Alerts' tab

- I. View expirations of components from direct & indirect suppliers including the certificates involved in the label's supply chain

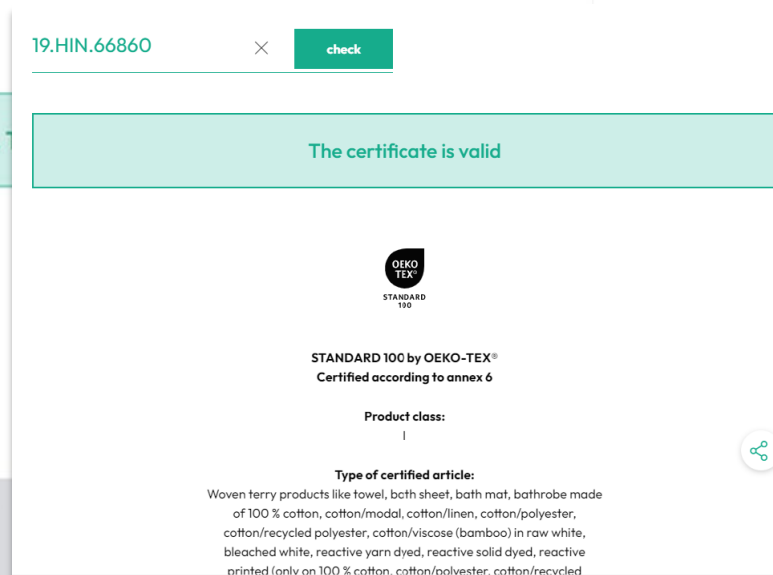
(View MADE IN GREEN Technical Manuals)



[Withdrawn certificates and labels](#)

The product ID is traceable.

Supply Chain



10. OEKO-TEX® Label Check

Go to 'Label Check' on [oeko-tex.com](https://www.oeko-tex.com)

- Trace an OEKO-TEX® MADE IN GREEN label, view article information & supply chain on map
- Validate OEKO-TEX® certificates

([View Label Check guide](#))

The screenshot shows the OEKO-TEX Connect user management interface. At the top, the company name is displayed, and a dropdown menu is visible. Below this, a navigation bar contains links for 'Certifications & Services', 'Company Profile', 'Product Overview', and 'Supplier Management'. The 'User management' link is highlighted. A 'Sign out' button is also present. The main section is titled 'Users' and contains a table with columns for 'Username', 'Last login', and 'Date joined'. Two users are listed: 'kimmel' and 'newtest'. A red dashed box encloses the 'Users' section. Below the table, there is a '+ Invite user' button. A modal window titled 'Invite user' is open, showing a text input field for an email address and an 'Invite' button. Below the modal, there is a table titled 'Invitations' with columns for 'E-Mail', 'Invited by', 'Invited on', and 'Revoke'. One invitation is listed for 'sales@bettinabrand.com'. A 'Revoke invitation?' modal is open, showing a confirmation message and buttons for 'Cancel' and 'Revoke'. A red dashed box encloses the 'Revoke' button in this modal.

Users

Username	Last login	Date joined
kimmel	Mar 8, 2022, 6:27:34 AM	Mar 2, 2015, 7:43:53 AM
newtest	Nov 4, 2022, 2:57:05 PM	Jun 28, 2012, 6:17:40 AM

Invite user

Please enter the e-mail address you want to send the invitation to.

Please be aware that by doing this, you are granting them full permissions over your company's account at MyOEKO-TEX®.

sales@bettinabrand.com

Invitations

E-Mail	Invited by	Invited on	Revoke
sales@bettinabrand.com	bettinabrand	Se	Revoke invitation

Revoke invitation?

Are you sure you want to revoke your invitation to this user?

Cancel Revoke

11. User Management

- A. Click on your company name in the in upper right-hand corner
- B. Click 'User management'
- C. View active users list
- D. Add a new user to company's OEKO-TEX® Connect account
 - E. Click 'Invite user'
 - F. Enter email address
 - G. Click 'Invite'
- H. Unconfirmed invitations can be revoked, if necessary

A

MyOEKO-TEX® Invitation

You have been invited by b.turner@bettinabrand.com to join the company Bettina Brand AG at OEKO-TEX® Connect .
Please follow the link below to accept the invitation.

Accept invitation

C

MyOEKO-TEX® User Registration

The registration at OEKO-TEX® Connect for your company Bettina Brand AG is almost complete.

Please follow the link below to complete your registration and set a password for your account. The link is valid for the next 24 hours.

In case you did not request this you can safely ignore this email.

Complete registration

Set password

Please enter your new password.

Enter your new password

.....

Confirm your new password

.....

Set new password

E

MyOEKO-TEX® User Registration

Thank you for your registration at OEKO-TEX® Connect for your company Bettina Brand AG!

From now on, you can always log in on the login page using the password you just set.

Log in

Registration complete

Your registration is completed. You may go ahead and log in now.

Log in

11.1 User Registration

- A. New user receives email 1 from info@oeko-tex.com
- B. Click 'Accept invitation'
- C. Receive confirmation email 2
- D. Click 'Complete registration' within 24 hours
 - Enter new password
 - Click 'Set new password'
- E. Receive confirmation email 3
- F. Log into OEKO-TEX® Connect company account

A large, light blue circular logo is centered on a dark blue background. The logo is composed of a large circle on the left and a vertical bar on the right. The vertical bar is divided into two segments by a horizontal gap. The text "Hohenstein.US/OEKO-TEX" is centered within the logo.

Hohenstein.US/OEKO-TEX