Oracle Cloud Azure MFA Configuration External User Guide



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PROPRIETARY & CONFIDENTIAL



- 1. To request a user account in our Oracle Supplier Portal, please reach out to <u>BVAPSUPPMAINT@bv.com</u>
- 2. When you receive the email below, please click on the link or paste the following into your browser to complete the MFA registration:

https://myaccess.microsoft.com/@BlackandVeatch.onmicrosoft.com#/access-packages/9509ca42f59e-4940-ad35-847138e3f171



3. Enter the email address associated with your Oracle Cloud Supplier Portal account & click next to trigger email notification with 6-digit code

*If your company identity provider is Microsoft or if you have already established a Microsoft account with your email address, then this should be the email address registered with Microsoft. Ensure the email registered in Oracle matches what you enter here.

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Sign in	
EmJil, phone, or Skype	
Can't access your account?	
	Next
Sign-in options	

4. Enter code sent to email & click Sign In (code will only work for 30 minutes)

*You may be prompted for your Microsoft password if an account has already been established with Microsoft . If you are prompted for a password anytime during this process, it is prompting for your company Microsoft Azure password – not your Oracle password.

←@gmail.com
Enter code
We just sent a code to
Enter code

*If you have any issues with your identity in step 3 & 4, please try these steps while in incognito mode. Copy the LINK and paste it into a private/incognito browser. This will help "clear the cache" that's archived on your machine, making Microsoft establish a fresh identity for your email.

5. Click "Request Access" for Oracle Fusion (no need to Request for a specific period or enter Business justification)

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Access packages	← Available Access packages	Oracle Fusion
Request history	Access groups and teams. EhsnerPoint sites, applications, and more in a single packages. Select from the following packages.	Request for specific period?
C) represent	Name † Description	Business justification
-III Access reviews	Oracle Fusion Dracle Fusion	
		Request access

5A) If the "Request Access" button does not appear and instead you are provided with a list of applications, please select the "Request" button next to the "Oracle Fusion Prod" application. This will launch the screen shot above where the "Request access" button is visible to select.

Please request the Oracle Fusion Prod access package only. DART, SMART, Zinier, or others should not be requested

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III Access packages ③ Request history R, Approvals	Access packages Acress graves and learns, Daryfwlat sites, significations, and more in a single grackage. Solvert from the following packages, or serve to find what you're loading for: Academic (1): Active (1): Equived (1):						
III Access reviews	Name †	Description	Resources	Actions			
	AACGIS	Access to the ARCGIS UK	ARÇGIS Prod UK	Request			
	ARCOIS-IN	Access to the ARCOLS UK	ARCQUS Prod UK	Request			
	ARCRIS-DEV	Access to the ARCEIS Development	ARCGIS Dev UK	Request			
	ARCGIS-DEV-BV	Access to the ARCGIS Development	ARCGIS Dev UK	Request			
	Anangrid Test	Avangrid Teat	AAD-grp-Access-Peckage-Avergrid-Test-SV, AvergridTest	Request			
	Bentley OIDC Production	Bentley OIDC Production Access Package. B2B Access Test.	Benfley OIDC Production, Benfley OIDC AccessPackage Test	Request			
	DART_Prod	General Access to DART	DART, SPO, PROD, AAD-GRP-ACESS-POKE-DART-PROD	Request			
	diodeadplast	SCTA580168357	AAD-GRP-cicodeadpulat	Request			
	Oracle Pusion	Oracle Fusion	Oracle Fusion Users	Request			
	SMART Prod	General Access to SMART	SMART_prod, AAD-GRP-ACESS-PCKG-SMART-PROD	Request			
	Totas Devel	Zinier Prod	AAD-GRP-ACESS-POXG-ZINER PROD. Ziner PROD	Request			

6. Azure MFA request is COMPLETE - supplier will receive confirmation email once request has been approved, but **DO NOT click Get started** to access Oracle Cloud

	You now have access to Oracle Fusion Dev Index ×				
•	Microsoft Azure <azure-noreply@microsoft.com> to me =</azure-noreply@microsoft.com>				
	BLACK & VEATCH				
	You've received access to Oracle Fusion				
	You have access to Oracle Fusion Get started now.				
	Get started >				
	Access start date: Now				
	Access end date: 180 days				
	Privacy Statement				
	Microsoft Corporation, One Microsoft Way, Redmond, WA 98052				
	Microsoft				

7. Navigate to Oracle Cloud: <u>https://elbr.fa.us2.oraclecloud.com</u>

*This Oracle Cloud URL will not work until the email from step 4 has been received.

a.) Accept Permission Request for BV to collect name & email (one time step)



8. DONE – Navigate to Supplier Portal or Guided Learning Widget on the far right side of the screen for a menu of Interactive step-by-step guides.

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	APPS					
	Supplier Portal	Complex PO Deliverables	Complex PO Work Confirmation	+		0
0000 000 000	Things to Finish					
	Assigned to M	ė				



If you have any questions during the registration process or need further assistance, please reach out to <u>BVAPSUPPMAINT@BV.COM</u>.