

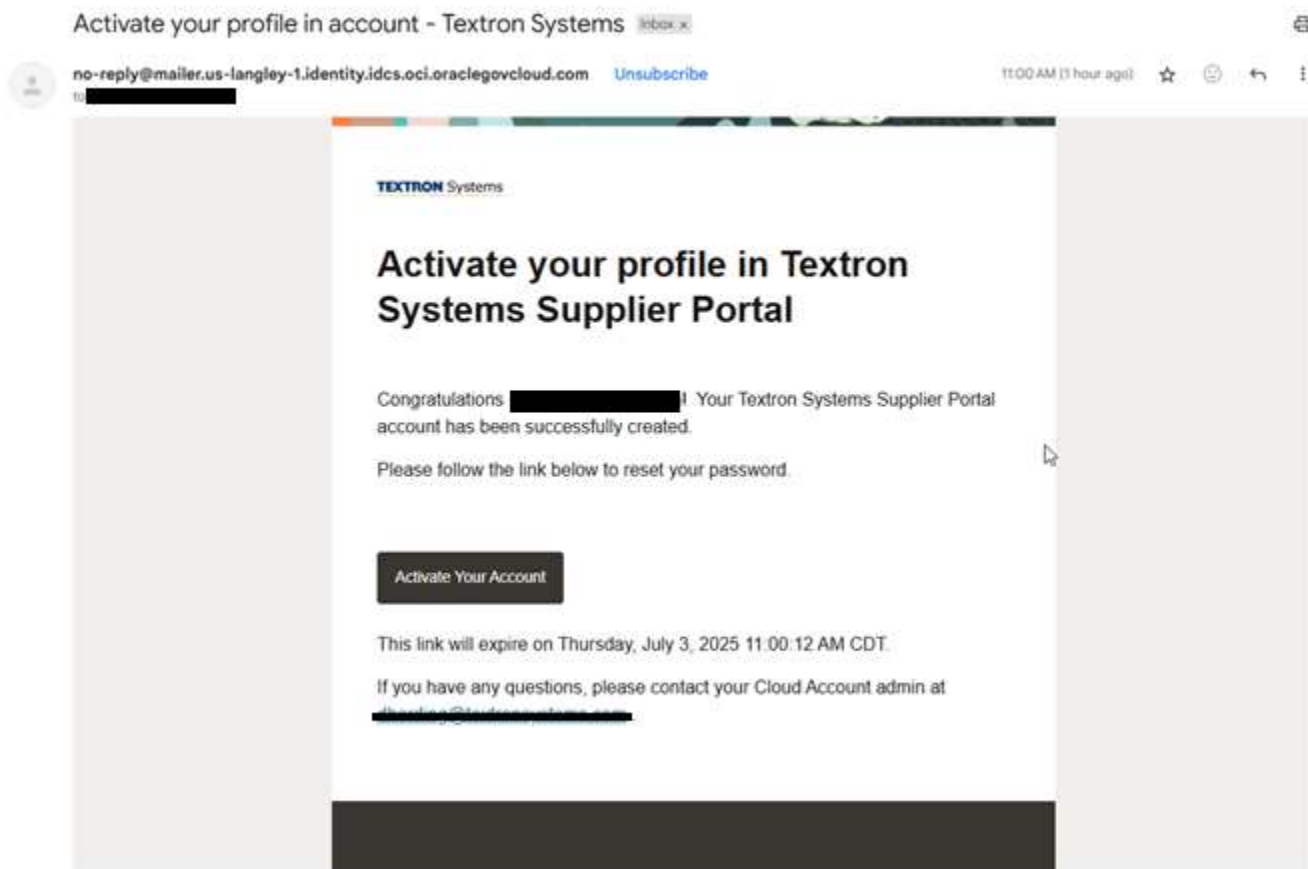
Textron Systems Supplier Portal How-To Guide

Topic: Activating the User Accounts (Supplier Facing)

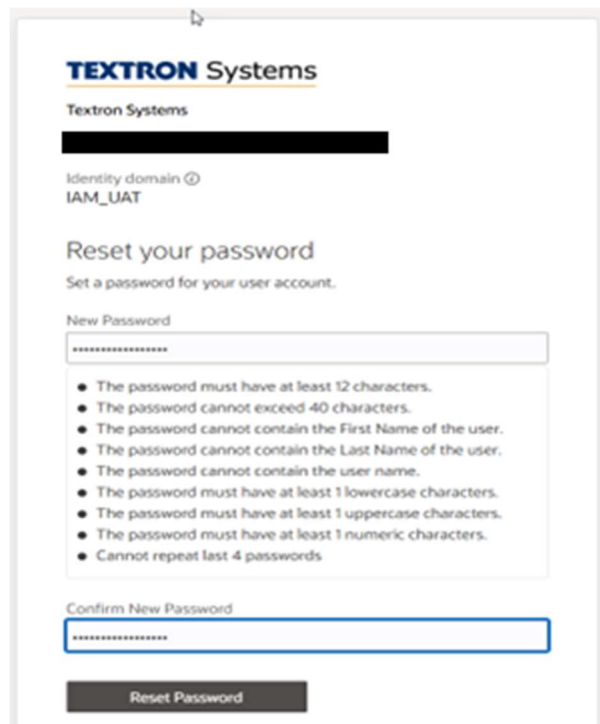
Link to Portal: <https://fusion-iaaymg.fa.ocs.oraclegovcloud.com/fscmUI/faces/FuseOverview>

Note: There are two ways to initiate a user account for a supplier representative. (1) An existing user can add a new user through a supplier profile change request or (2) through contacting a supplier administrator at supplierportal@textronsystems.com or the buyer POC.

1. View the email titled “Activate your profile in account - Textron Systems” to create your account. Press the “Activate your Account” button to proceed with resetting your password.



2. Reset your password as seen in the example below. Then, press “Reset Password” button.



The screenshot shows the Texttron Systems login page with the 'Reset your password' section. The identity domain is IAM_UAT. The 'New Password' field is masked with asterisks. Below it, a list of password requirements is displayed: at least 12 characters, not exceeding 40, not containing the first or last name or user name, at least 1 lowercase and 1 uppercase character, at least 1 numeric character, and not repeating the last 4 passwords. A 'Confirm New Password' field is also masked. At the bottom is a 'Reset Password' button.

TEXTRON Systems

Texttron Systems

Identity domain ⓘ
IAM_UAT

Reset your password
Set a password for your user account.

New Password

.....

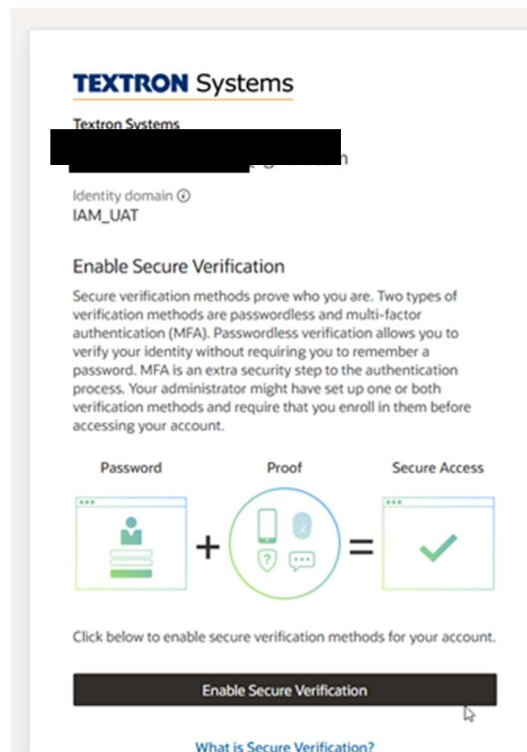
- The password must have at least 12 characters.
- The password cannot exceed 40 characters.
- The password cannot contain the First Name of the user.
- The password cannot contain the Last Name of the user.
- The password cannot contain the user name.
- The password must have at least 1 lowercase characters.
- The password must have at least 1 uppercase characters.
- The password must have at least 1 numeric characters.
- Cannot repeat last 4 passwords

Confirm New Password

.....

Reset Password

3. Press the “Enable Secure Verification” button. This is for the MFA authentication to enter the supplier portal and set this up.



The screenshot shows the Texttron Systems 'Enable Secure Verification' page. It explains that secure verification methods prove who you are, including passwordless and multi-factor authentication (MFA). A diagram shows 'Password' (represented by a person icon) plus 'Proof' (represented by a phone and a question mark icon) equals 'Secure Access' (represented by a checkmark icon). Below the diagram, there is a button to 'Enable Secure Verification' and a link 'What is Secure Verification?'.

TEXTRON Systems

Texttron Systems

Identity domain ⓘ
IAM_UAT

Enable Secure Verification

Secure verification methods prove who you are. Two types of verification methods are passwordless and multi-factor authentication (MFA). Passwordless verification allows you to verify your identity without requiring you to remember a password. MFA is an extra security step to the authentication process. Your administrator might have set up one or both verification methods and require that you enroll in them before accessing your account.

Password Proof Secure Access

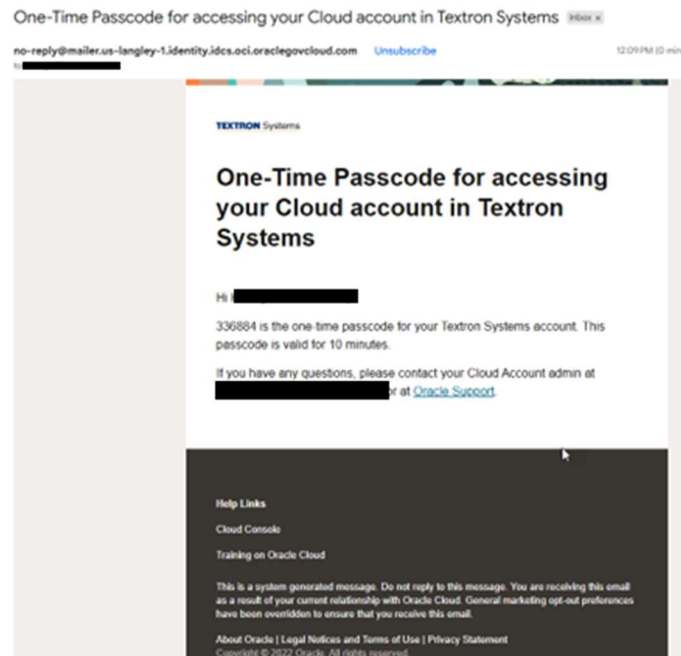
*** + = ✓

Click below to enable secure verification methods for your account.

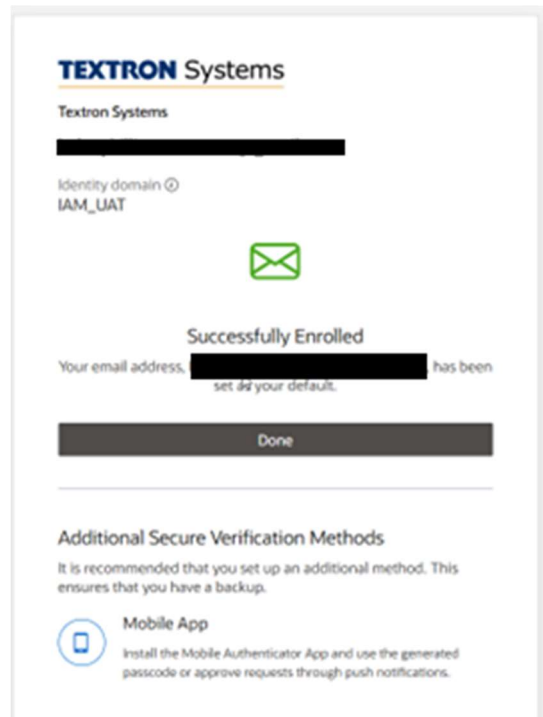
Enable Secure Verification

[What is Secure Verification?](#)

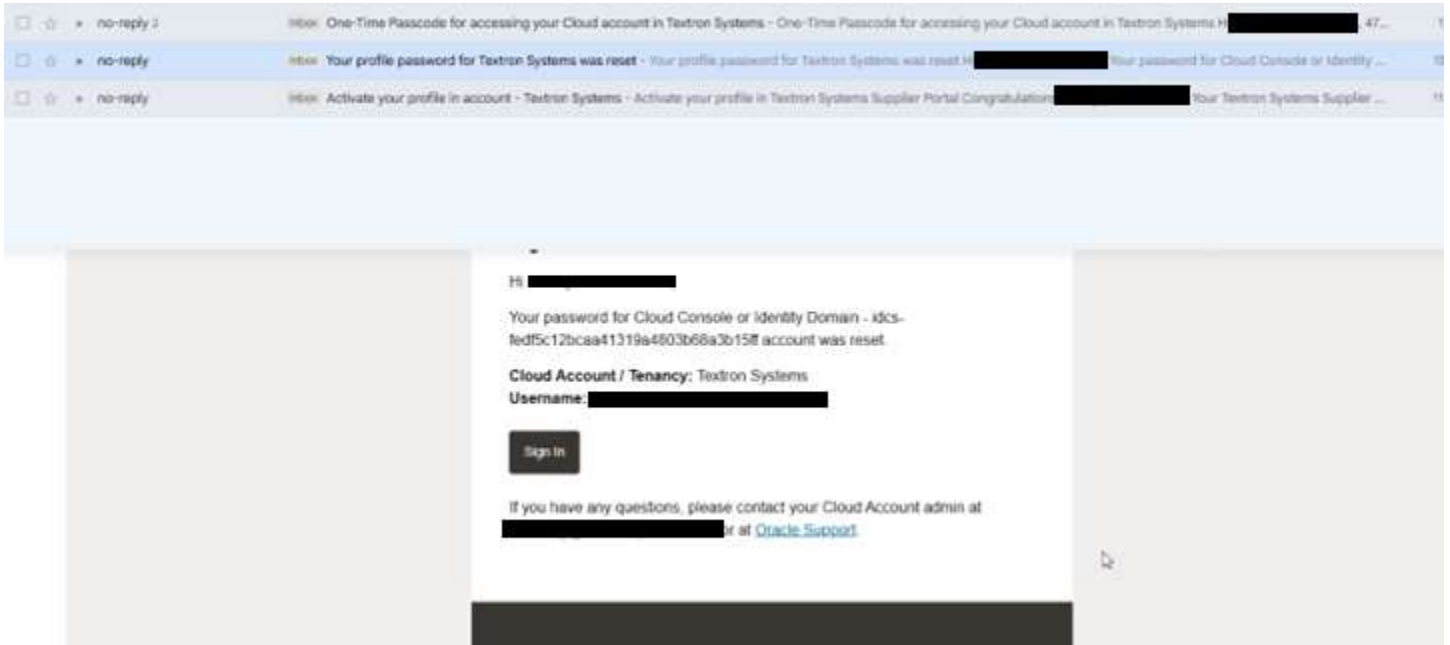
4. Check your email or text message with the information provided when enabling secure verification (MFA). Note: If email, it should be titled “One Time Passcode for accessing the Cloud account in Textron Systems”.



5. Enter the one-time passcode, and then you will receive a notification via the supplier portal that you have successfully enrolled. **Do not press the “Done” button**, you will navigate to another email to sign in.



6. Check your email for the email titled “Your profile password for Textron Systems was reset” and press the “Sign In” button below.



7. Confirm that you can get into the supplier portal, a page like below will populate.



End of Training Guide - Activating the User Accounts

If you need help with this process, contact your buyer POC and/or use the supplierportal@textronsystems.com email for any questions.