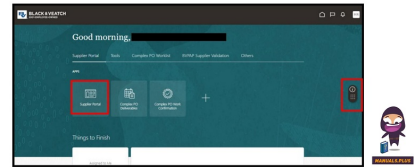


## ORACLE Supplier Portal



# ORACLE Supplier Portal User Guide

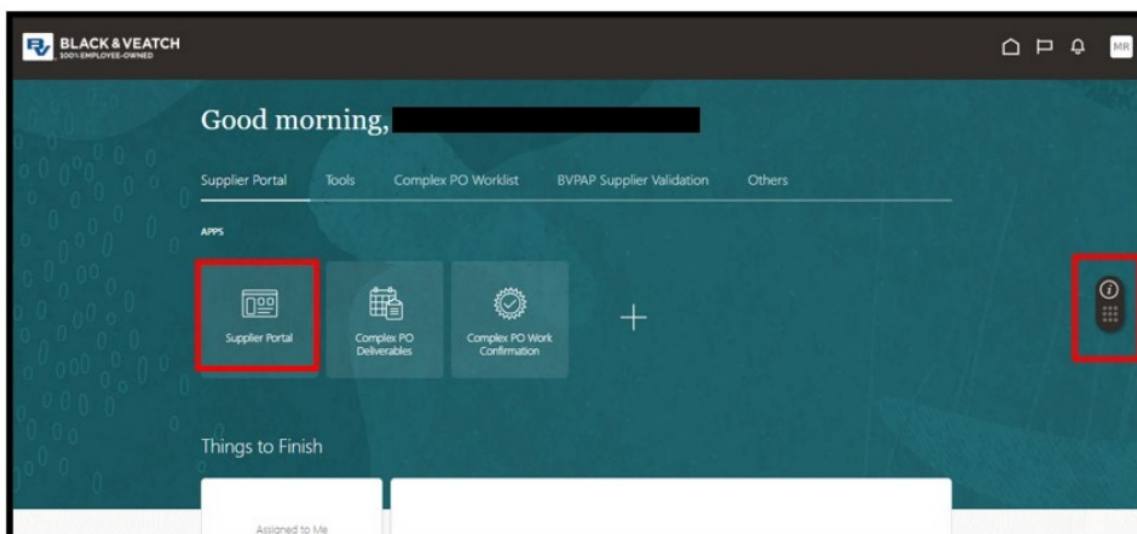
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# ORACLE

## ORACLE Supplier Portal



## GUIDANCE INSTRUCTIONS

1. To request a user account in our Oracle Supplier Portal, please reach out to [BVAPSUPPMINT@bv.com](mailto:BVAPSUPPMINT@bv.com)
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/9509ca42-f59e-4940-ad35-847138e3f171>

Congratulations! Your Oracle Fusion Applications account has been successfully created. Before logging in, you will need to register your email for Multi-Factor Authentication (MFA) through Azure.

Please follow the link below to register your email with MFA.

MFA Registration - <https://myaccess.microsoft.com/@BlackandVeatch.onmicrosoft.com#/access-packages/9509ca42-f59e-4940-ad35-847138e3f171>

***\*Please request the Oracle Fusion Prod access package only\****

Once registered with Azure MFA and confirmation email has been received, then the link below will allow you to log into Oracle Cloud Supplier Portal.

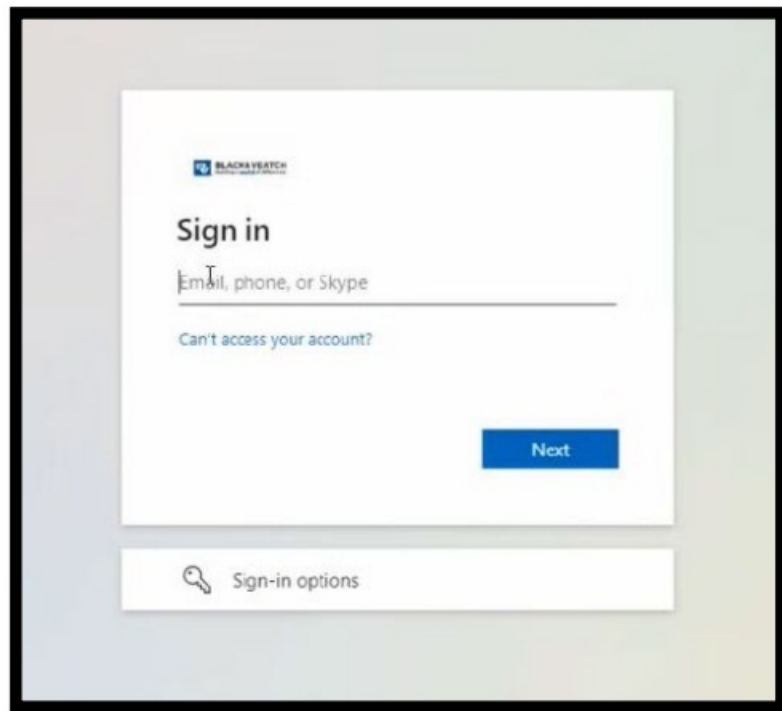
Supplier Portal Login URL - <https://elbr.login.us2.oraclecloud.com/>

***\*Please log into this link once every 180 days to avoid expiration. Without activity the MFA registration will expire and re-registration of your email address in Azure will be required by using the link above.\****

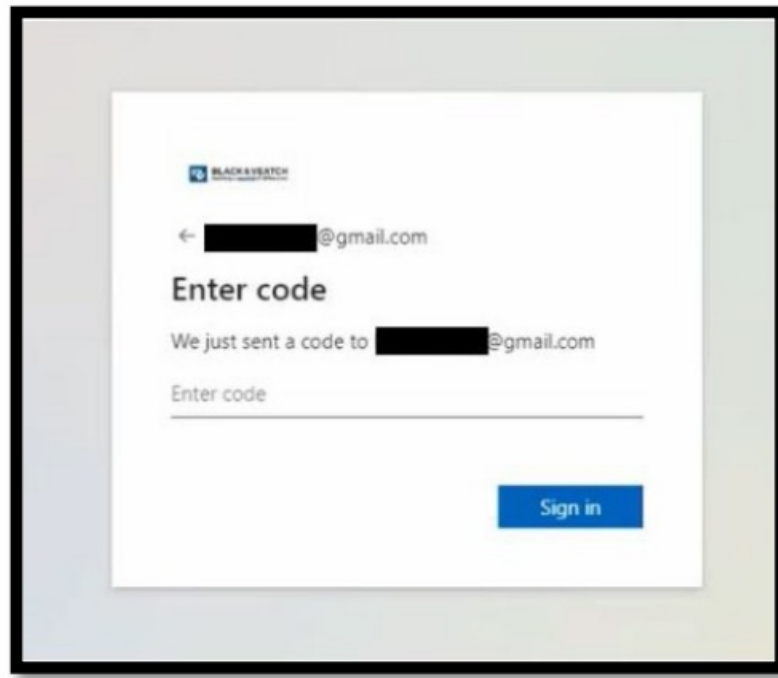
For any further queries mail us at [BVAPSUPPMINT@BV.COM](mailto:BVAPSUPPMINT@BV.COM).

Thank You,  
Black & Veatch Oracle Fusion Applications

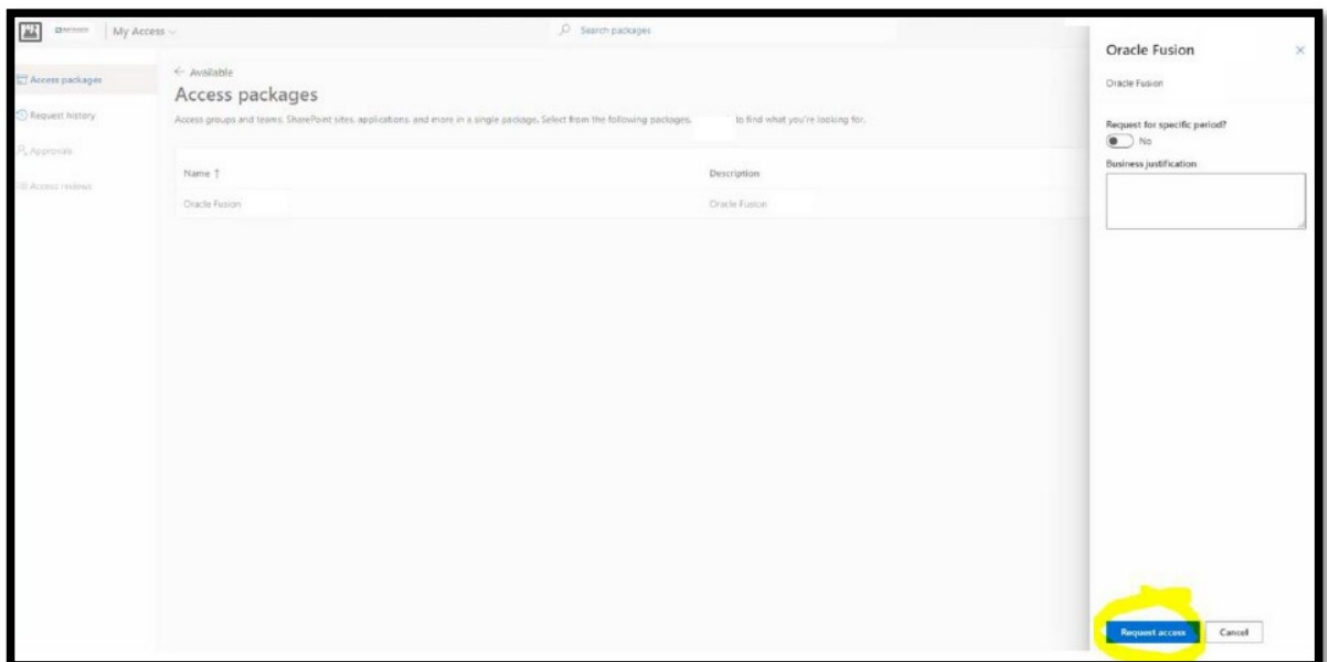
3. Enter the email address associated with your Oracle Cloud Supplier Portal account & click next to trigger an email notification with a 6-digit code
  - If your company identity provider is Microsoft or if you have already established a Microsoft account with your email address, then this should be the email address registered with Microsoft. Ensure the email registered in Oracle matches what you enter here.



4. Enter the code sent to the email & click Sign In (the 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 prompts for your company's Microsoft Azure password – not your Oracle password.



- \*If you have any issues with your identity in steps 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)



- 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 screenshot 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\*

Home

My Access

Search packages by name, description or resource

Access packages

Request history

Approvals

Access reviews

Access packages

Access groups and teams, SharePoint sites, applications, and more in a single package. Select from the following packages, or search to find what you're looking for.

Available (16)Active (0)Expired (0)

Name ↑	Description	Resources	Actions
ARCIS	Access to the ARCIS UK	ARCIS Prod UK	Request
ARCIS-DEV	Access to the ARCIS UK	ARCIS Prod UK	Request
ARCIS-DEV	Access to the ARCIS Development	ARCIS Dev UK	Request
ARCIS-DEV-DEV	Access to the ARCIS Development	ARCIS Dev UK	Request
AvanGrid Test	AvanGrid Test	AAD-grp-Access-Package-AvanGrid-Test (EU-AvanGridTest)	Request
Sentry CDC Production	Sentry CDC Production AccessPackage: SSB-Access-Test	Sentry CDC Production, Sentry CDC AccessPackage Test	Request
DMRT_Prod	General Access to DMRT	DMRT_EPIC_PROD, AAD-GRP-ACCESS-POSS-DMRT-PROD	Request
cloudspout	SCAGS0818137	AAD-GRP-cloudspout	Request
Oracle Fusion	Oracle Fusion	Oracle Fusion Users	Request
SMART_Prod	General Access to SMART	SMART_prod, AAD-GRP-ACCESS-POSS-SMART-PROD	Request
Zenier_Prod	Zenier_Prod	AAD-GRP-ACCESS-POSS-ZENIER_PROD, Zenier_PROD	Request

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

You now have access to Oracle Fusion Inbox x

**Microsoft Azure** <azure-noreply@microsoft.com>  
to me ▾

**BLACK & VEATCH**  
Building a world of difference

## You've received access to Oracle Fusion

You have access to Oracle Fusion    Get started now.

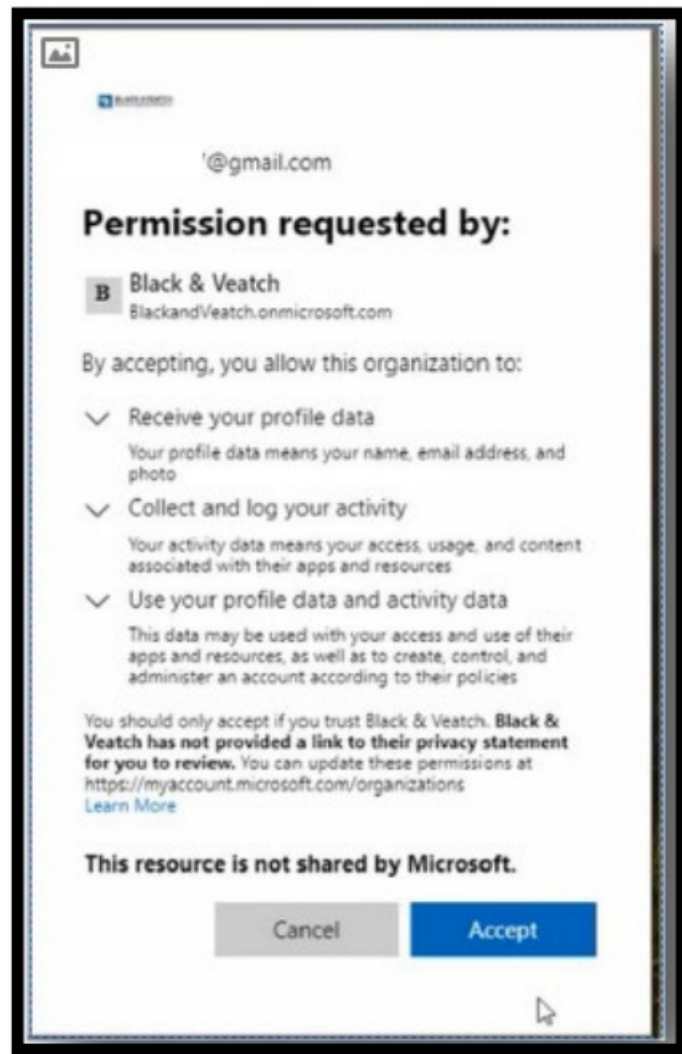
**Get started >**

Access start date:    Now

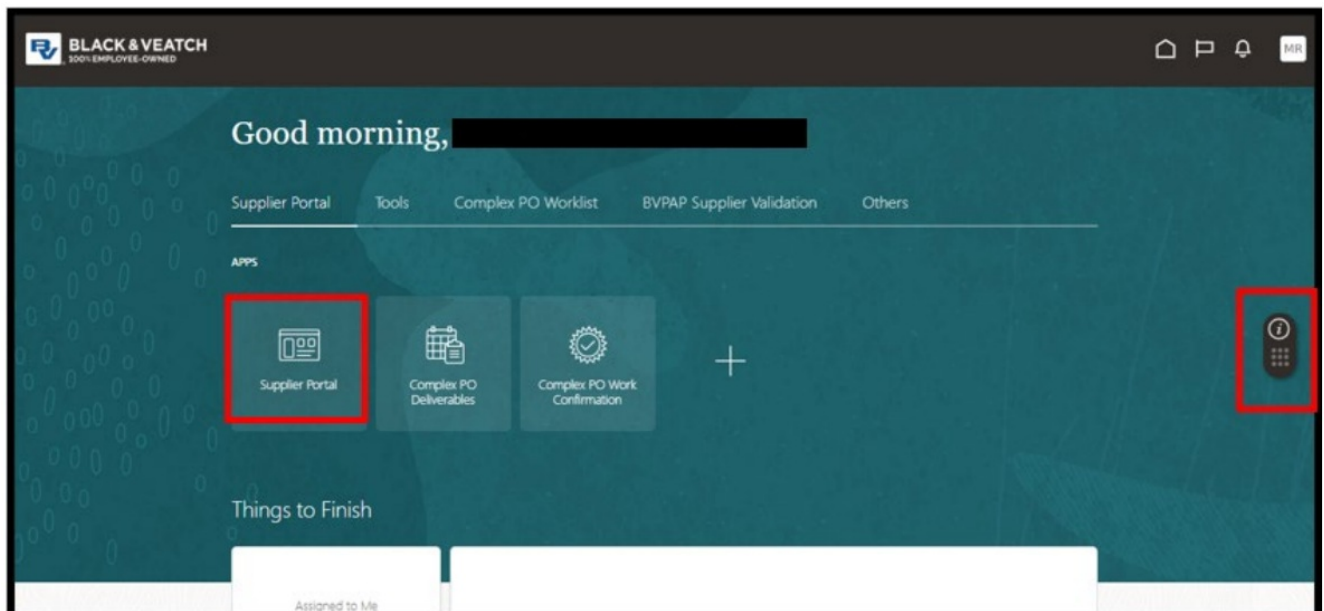
Access end date:    180 days

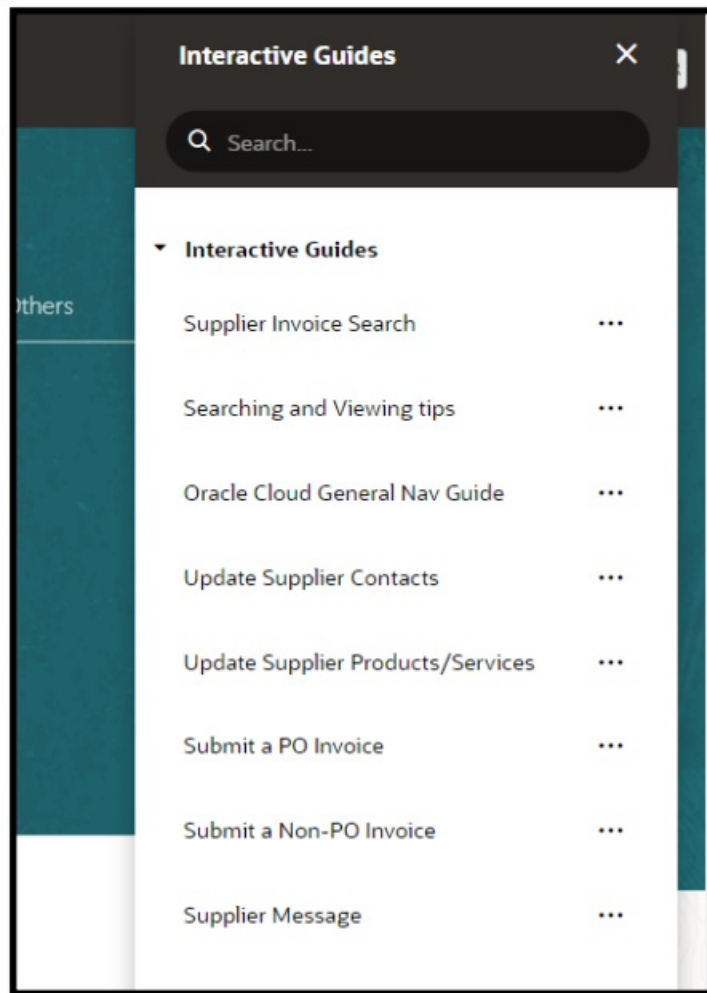
[Privacy Statement](#)  
Microsoft Corporation, One Microsoft Way, Redmond, WA 98052  
Facilitated by  
**Microsoft**

7. Navigate to Oracle Cloud: <https://elbr.fa.us2.oraclecloud.com>
- 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 the Supplier Portal or Guided Learning Widget on the far right side of the screen for a menu of Interactive step-by-step guides.



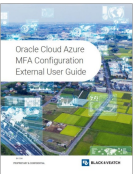


- If you have any questions during the registration process or need further assistance, please reach out to [BVAPSUPPMINT@BV.COM](mailto:BVAPSUPPMINT@BV.COM).

## MORE INFO

- [BV.COM](https://www.bv.com)

## Documents / Resources

	<p><a href="#">ORACLE Supplier Portal</a> [pdf] User Guide Supplier Portal, Supplier, Portal</p>
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## References

- [User Manual](#)

### Manuals+, Privacy Policy

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