



# Account Creation for the new Portal **FEDERATED**



# THE NEW PORTAL EXPERIENCE

## From International SOS



The way you log in to the International SOS Portal is changing. You will soon log in using a registered email address and password; these are the same login credentials that you use for the Assistance App, TravelReady, Tracker and ManagerView.

This will provide a more consistent login experience across the International SOS digital tools. It ensures you have the most secure experience as a Portal user.



# ACCOUNT CREATION



- 1 Click Get Started
- 2 Click Sign Up (below Next button)
- 3 Enter Organization Email Address
- 4 Enter Organization Password; Click Sign In

INTERNATIONAL SOS

### Login

1

[Read our Privacy Notice](#) [Terms and Conditions](#)

This screenshot shows the top-left portion of the account creation process. It features the International SOS logo at the top. Below the logo is the heading "Login". A button labeled "Get Started" is highlighted with a red circle and the number 1. At the bottom of this section are two links: "Read our Privacy Notice" and "Terms and Conditions".

INTERNATIONAL SOS

Email

2

Don't have an account? [Sign Up](#)

This screenshot shows the top-right portion of the account creation process. It features the International SOS logo at the top. Below the logo is the heading "Email". A text input field with the placeholder text "Please enter your email here..." is highlighted with a red circle and the number 2. Below the input field is a "Next" button. At the bottom of this section is a link: "Don't have an account? Sign Up".

Create Account

3

*Your organisation is federated with Okta Dev. Please proceed to link*

This screenshot shows the bottom-left portion of the account creation process. It features the heading "Create Account". A text input field with the placeholder text "Email \* (Please enter your organisation email)" is highlighted with a red circle and the number 3. Below the input field is a note: "Your organisation is federated with Okta Dev. Please proceed to link".

Sign In

4

This screenshot shows the bottom-right portion of the account creation process. It features the heading "Sign In". A text input field with the placeholder text "Username" is highlighted with a red circle and the number 4. Below the input field is another text input field with the placeholder text "Password". At the bottom of this section is a blue "Sign In" button.

# ACCOUNT CREATION



**5** Enter Account Details

**6** Click Confirm

**7** Acknowledge Privacy, Terms & Conditions; Click Next

### Account Setup

Almost done. Confirm your profile details to create your account.

**5** You will only have to do this once.

First Name \*

  
  

Last Name \*

  
  

Preferred Name

  
  

Organization \*

  
  

Membership Number \*

  
  

Home Location

  
(Country/Territory of Residence)

Membership Number \*

  
  

Home Location

  
(Country/Territory of Residence)

I am an International assignee or student currently living in:

  

Mobile Phone \*

  
Add + Country Code Prefix (e.g. +1 #####). Do not use spaces.

Personal Phone

  
Add + Country Code Prefix (e.g. +1 #####). Do not use spaces.

Secondary Email

  
An email will be sent to this email address with a verification link.

Please contact your Human Resources department if there are issues with this data.

**7**

### Privacy & Terms and Conditions

When you use the system we process your personal information as described in our [Privacy Notice](#)

I have read and agree to the [Terms and Conditions](#)