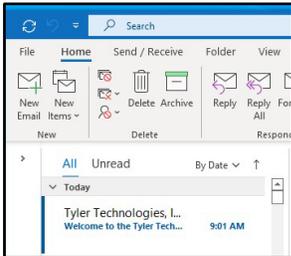


Accessing Enterprise ERP

Once your agency has requested that you join the county software system, **Enterprise ERP**, you will receive **2 emails**.

1. Welcome to the Tyler Technologies portal for Franklin County

From: Tyler Technologies, Inc. noreply@tylerportico.com

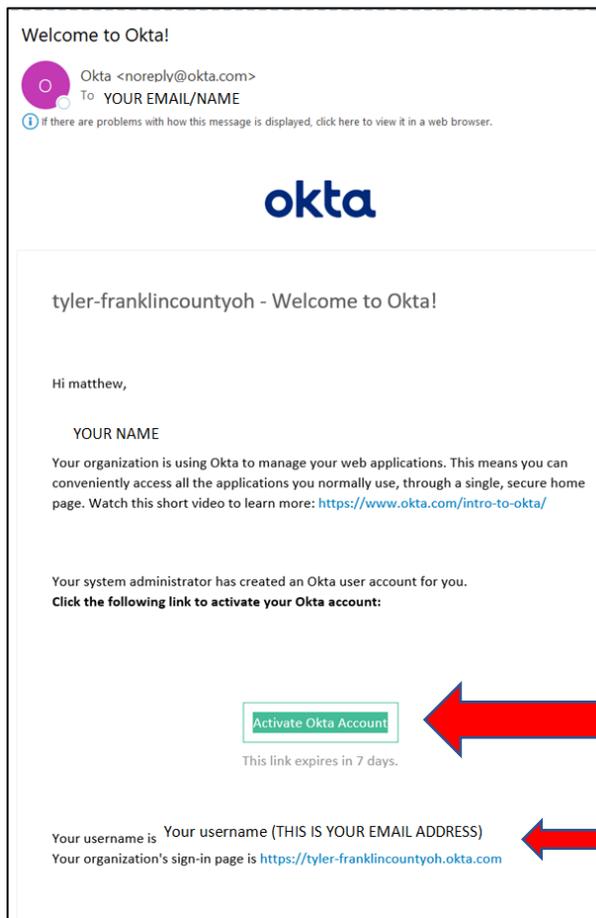


2. Welcome to OKTA!

From: OKTA noreply@okta.com

*****PLEASE NOTE:** Your Username is your official, county given email address. If your agency assigns more than one email address use the email that is provided at the initial time of the system request.

You will need to select **“ACTIVATE OKTA ACCOUNT”**



Create a New Password

Read the list of requirements and enter your new password. Then select a security image.

Welcome to tyler-franklincountyo **YOUR NAME**
Create your tyler-franklincountyo account

 Enter new password

Password requirements:

- At least 8 characters
- A lowercase letter
- An uppercase letter
- A number
- A symbol
- No parts of your username
- Does not include your first name
- Does not include your last name
- Your password cannot be any of your last 10 passwords
- At least 2 hour(s) must have elapsed since you last changed your password

Repeat new password

 Click a picture to choose a security image
Your security image gives you additional assurance that you are logging into Okta, and not a fraudulent website.

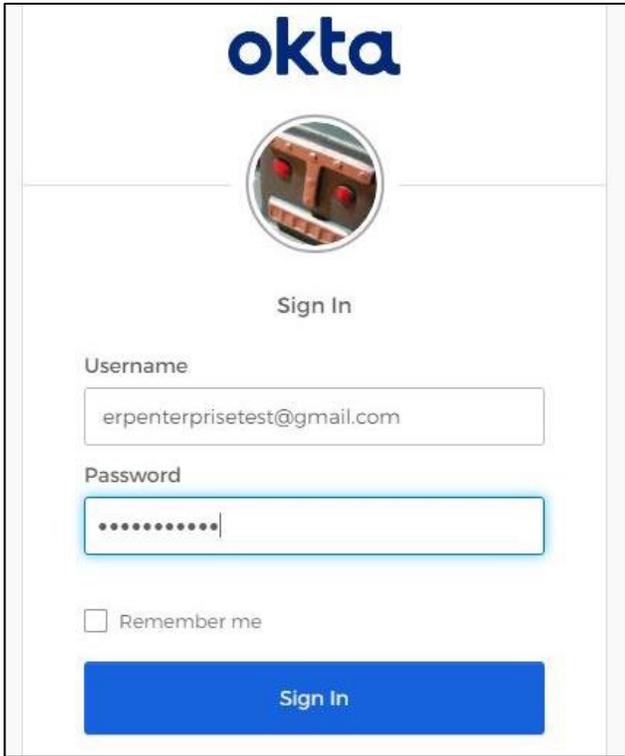
		
		
		
		

Click "Create My Account"

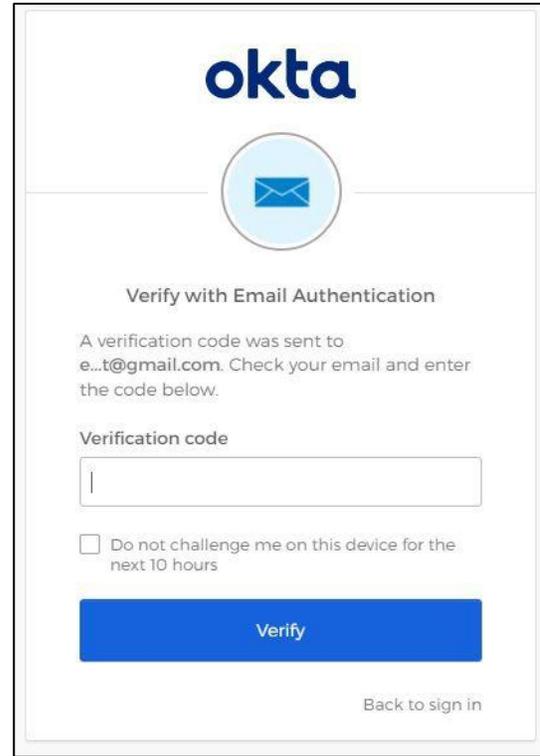


Verify with Email Authentication

Once you have created a password you will be prompted to log-in with your email & new credentials.
You will be asked to **“VERIFY WITH EMAIL AUTHENTICATION”**.

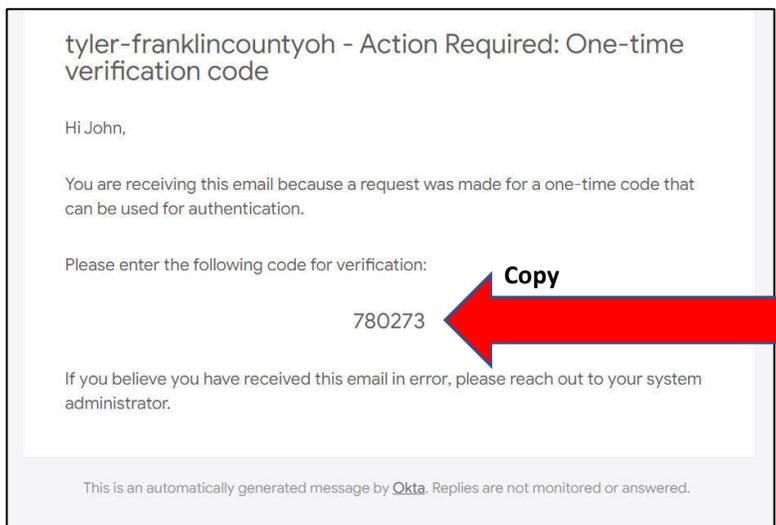
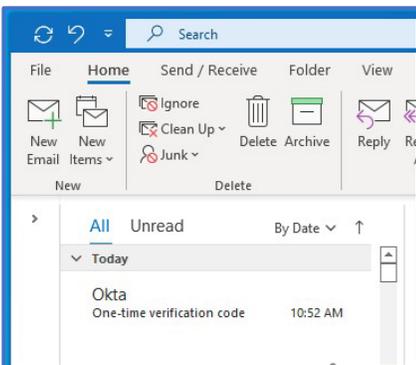


The image shows the Okta Sign In page. At the top is the Okta logo and a circular profile picture placeholder. Below is the text "Sign In". There are two input fields: "Username" with the value "erpenterprisetest@gmail.com" and "Password" with masked characters. A "Remember me" checkbox is present and unchecked. At the bottom is a large blue "Sign In" button.



The image shows the "Verify with Email Authentication" screen. It features the Okta logo and an email icon. The text reads: "Verify with Email Authentication", "A verification code was sent to e...t@gmail.com. Check your email and enter the code below.", and "Verification code" with an empty input field. There is a checkbox for "Do not challenge me on this device for the next 10 hours" which is unchecked. A large blue "Verify" button is at the bottom, and a "Back to sign in" link is at the bottom right.

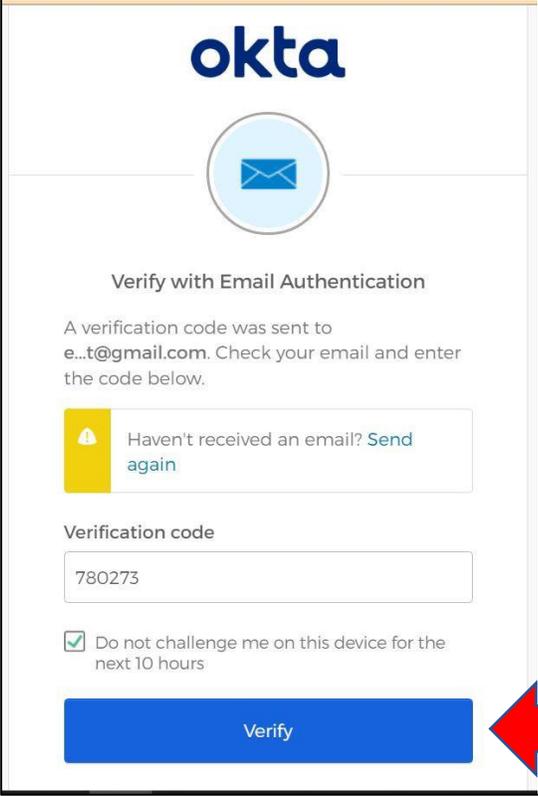
Check your inbox for an email from: **Okta <noreply@okta.com>**, Titled: **One-time verification code**
You will need to copy or note the 6 digit code for verification.



Verify with Email Authentication cont.

Type or paste the code into the Okta screen.

****You have the option to not be challenged the rest of the working day on the same device.*



okta

Verify with Email Authentication

A verification code was sent to e...t@gmail.com. Check your email and enter the code below.

Haven't received an email? [Send again](#)

Verification code

780273

Do not challenge me on this device for the next 10 hours

Verify

Click here to avoid having to enter a verification code the next 10 hours.



Franklin County Portal Home



Once your credentials are set you will land on a “Portal Home Page”, or a “Customer Landing Page” this confirms you are set for ERP use the links below to get into ENTERPRISE ERP

ERP PRODUCTION: <https://franklincountyoh.tylerhub.com/>

ERP TRAIN: <https://franklincountyoh-train.tylerhub.com/>

