

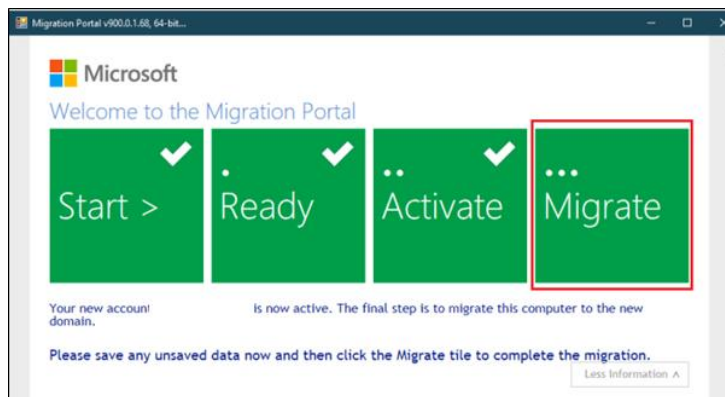
ADX Migration | First Time Login

PKI SmartCard

STOP. Have you completed your migration?

Before following these instructions, check you have completed the following:

- ✓ Printed out or opened this PDF on a separate device, as explained in [Step 1.4 in the Learning Center](#)
 - During your migration, your computer will restart, and you will not have access to these instructions unless they have been printed or sent to a separate device.
- ✓ Completed the Microsoft Migration Portal steps, accessible via the “Open Migration Portal” link in [Step 4 of the Learning Center Migration Instructions](#), and selected “Migrate” (pictured below)



*Note: If you have **not** seen the Migration Portal pictured above, please return to the Learning Center and ensure you have completed all the [Migration Instructions](#) steps.*

Once the above is completed, continue to next page for first-time login instructions...

ADX Migration | First Time Login

PKI SmartCard

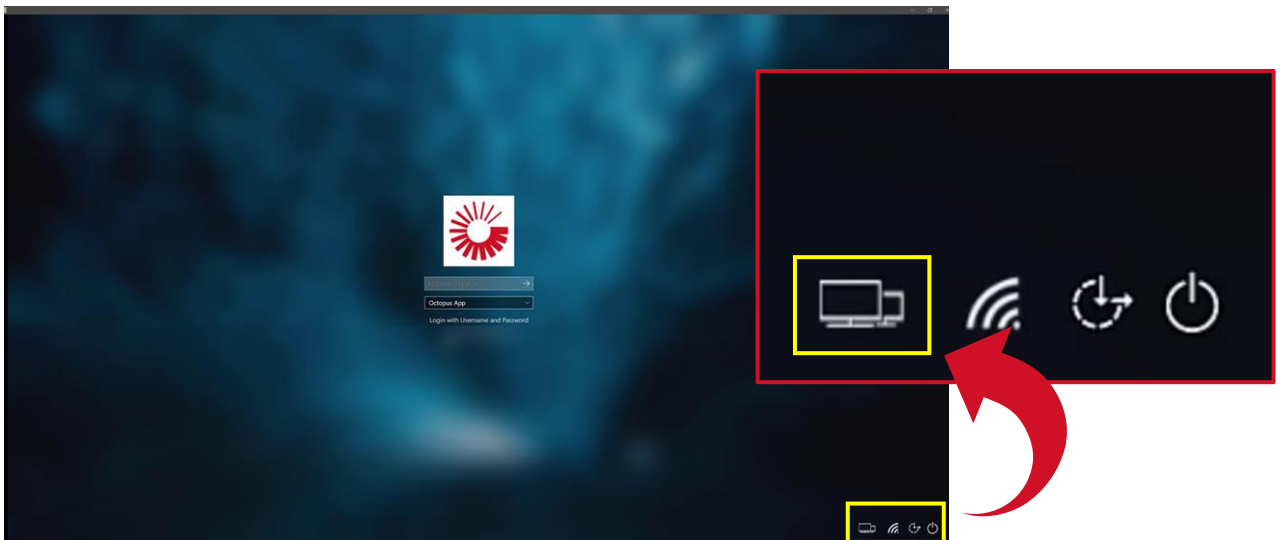
1 Authenticate Into Your Device

- Enter BitLocker password
- Unlock computer by pressing “ctrl + alt + delete”
- Confirm you are connected to a trusted wired or wireless connection

2 Connect to VPN

Note: If you are onsite, connect to RTX Network and proceed to login.

- If onsite, connect via a wired connection; if off-site, connect to the RTX Network via VPN
- Connect to VPN:
 - Ensure you are selecting US Dallas, Boston or Los Angeles with (SDO) as your authentication
 - Type in PKI card pin → Select Accept

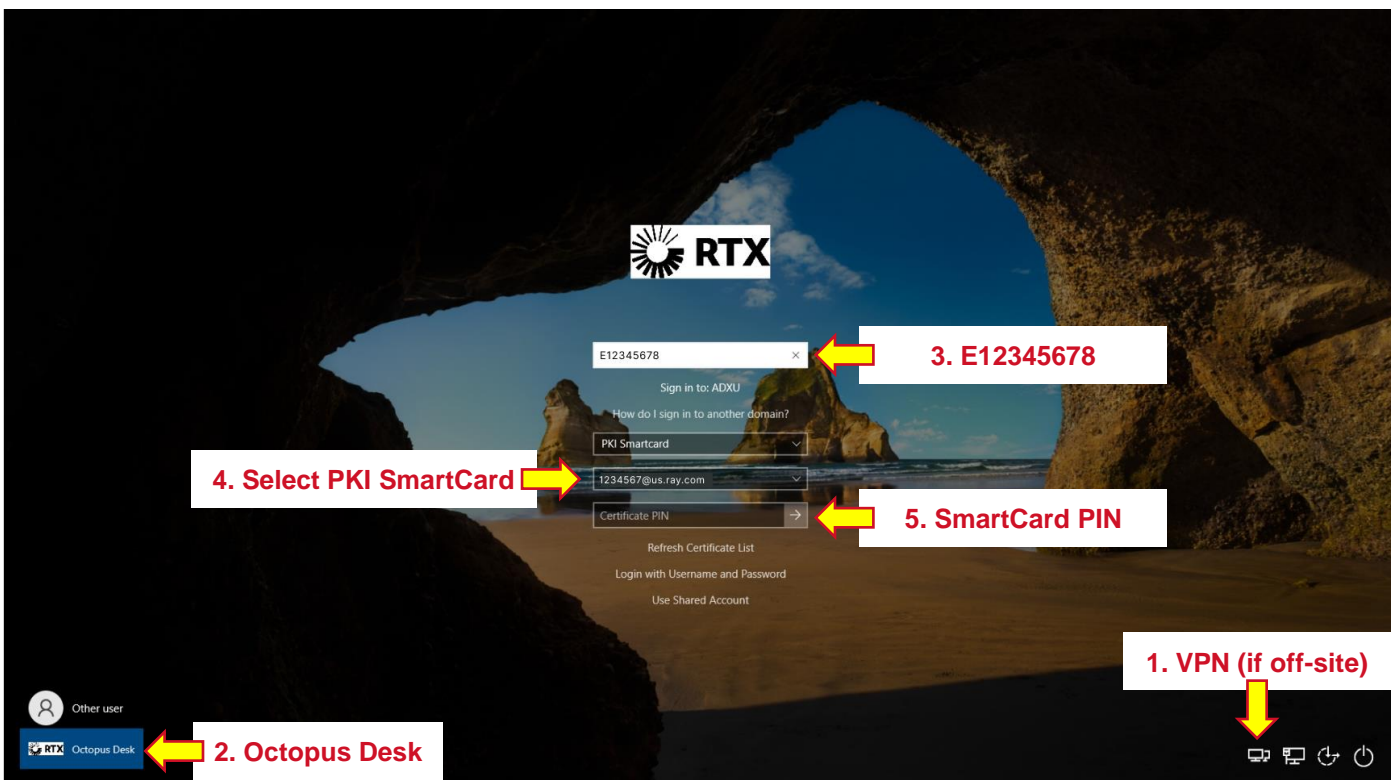


Continue to next page for Step 3...

3 Log into Your Device

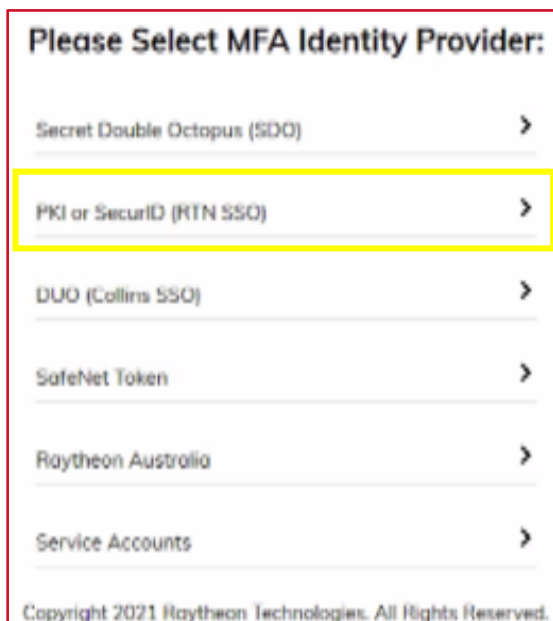
- Ensure the **Secret Double Octopus icon** is **selected (if visible)**
- Enter your RTX ID (E12345678) in the “Username” field
 - *Note: If you see fields for both Username and Password, click on “Login with Authenticator” to get to the correct screen*
- Select “PKI SmartCard” from the drop-down menu
- Enter your SmartCard PIN in the ‘Certificate PIN’ field and click the arrow to proceed
- Click the arrow next to your RTX ID

Note: If you are facing log-in issues, try “ADXU\E12345678” OR “E12345678@adxuser.com” in the Username field—for more details, proceed to Quick Troubleshooting on [page 5](#)



Continue to next page for Step 4...

4 Authenticate into O365



Please Select MFA Identity Provider:

- Secret Double Octopus (SDO) >
- PKI or SecurID (RTN SSO) >**
- DUO (Collins SSO) >
- SafeNet Token >
- Raytheon Australia >
- Service Accounts >

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- When the prompt pictured appears, select “PKI or SecureID (RTN SSO)” and follow authentication directions
- Enter your ADX ID (E12345678@adxuser.com) if prompted by Microsoft Azure Protection

Note: The fastest way to authenticate O365 apps is to open Word first, as it will automatically sign you into the full O365 suite

It is ok to sign into another O365 app if it opens first, but ensure you sign into Word afterwards

If you are facing O365 authentication issues, proceed to [page 5](#) for Quick Troubleshooting

Congratulations, Your Migration is now Complete!

For Quick Troubleshooting, continue to [page 5](#)

For more support, please refer to the ADX Troubleshooting Tips, FAQs, or contact the RTX Service Desk (1.866.789.3375)

Quick Troubleshooting

1 Login Issues

- If off-site, check you are connected to VPN (see [page 2](#))
- If your login screen does not look like the image on [page 3](#), try restarting your computer
- If you see a “Shared Account” field on your login screen, click “Remove Shared Account”
- Ensure your RTX ID (E12345678) is correctly entered into the username field
 - Once the above is confirmed, try the following options:
 - a) Type “ADXU\E12345678” in the Username field
 - b) Type “E12345678@adxuser.com” in the Username field
 - c) Restart your computer (then start from the beginning of [page 2](#))
 - If neither A, B, nor C resolve the issue, please call the service desk

2 O365 Authentication Issues

- If you are prompted to authenticate into your O365 Tools, select PKI
- Search for “[Cleanup Office Apps](#)” in the Windows search bar, open it, and follow directions
- Log out of your O365 applications and log back in using your ADX ID (E12345678@adxuser.com)