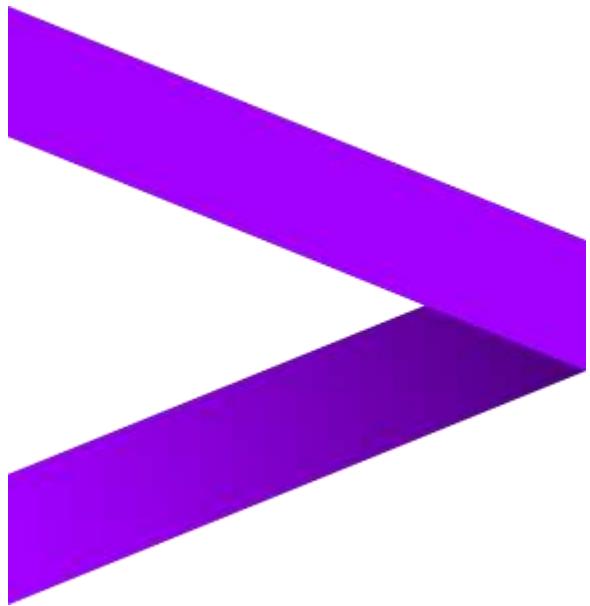




# **ACN Hello for Business – Enrollment Utility Instructions (Automated Deployment)**



# 1 HfB Utility- Enrollment Steps

**The Utility will take you through the following steps:**

*Note: This utility will be automatically distributed to your machine or it can be downloaded [here](#). Once you meet all prerequisites a prompt to enroll will appear automatically. You can also manually trigger it from the windows start menu.*

1. Please click “Enroll Now” on the Automated Enrollment Prompt when ready to proceed with enrollment. *You are limited in the number of times you can defer enrollment. A countdown is displayed at the top of the prompt.*



*Note: If you are a Windows Hello convenience PIN user, an additional restart is required, and you will be notified*

2. You must acknowledge the data privacy information for Hello for Business before you can continue. A privacy notice screen will pop-up that explains that enabling biometric gestures are **optional** and processed for the sole purpose of enabling secure authentication to your device. Please **read** and **scroll** to the bottom of the legal statement, then check the box below to acknowledge you've read and choose to register biometric data. Once this is complete, select **“Next”** in the bottom right corner of the screen to continue.”

*Note: If you have a Bio sensor in your computer and wish to not enroll biometrics, you will still need to pass this notice and then can “Skip” biometric enrollment on the next screen. Again, Biometrics is optional and can get skipped when prompted to set it up*

## Hello for Business Data Privacy Notice

**Selection of a HfB PIN is mandatory, but the registration of biometric data (if available on your device) is entirely optional. If you would prefer NOT to register biometric data, you can select 'Skip for now' on the next screen and proceed with your HfB PIN selection.**

You must check the bottom left box acknowledging your understanding that enabling Biometric gestures are **Optional** and processed for the sole purpose of enabling secure authentication to your device. Please **Read** and **Scroll** to the bottom of the legal statement to do so. Then select '**Next**' to continue.

Note: If you have a Bio sensor in your computer and wish to not enroll biometrics, you will still need to pass this notice and then you can "Skip" biometric enrollment on the next screen. Again, Biometrics is optional and can get skipped when prompted to set it up.

OK

access to your Biometric Data.

Cancel

Next

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## Hello for Business Data Privacy Notice

**Selection of a HfB PIN is mandatory, but the registration of biometric data (if available on your device) is entirely optional. If you would prefer NOT to register biometric data, you can select 'Skip for now' on the next screen and proceed with your HfB PIN selection.**

Biometric data will typically be your fingerprint but may also include your facial topography if facial recognition is available on your device. If you choose to register any Biometric Data, it will be used for the sole purposes of enabling secure access to your assigned device and internal applications. You are not required to register any Biometric Data. PIN selection will allow you to use your assigned device and perform your regular duties.

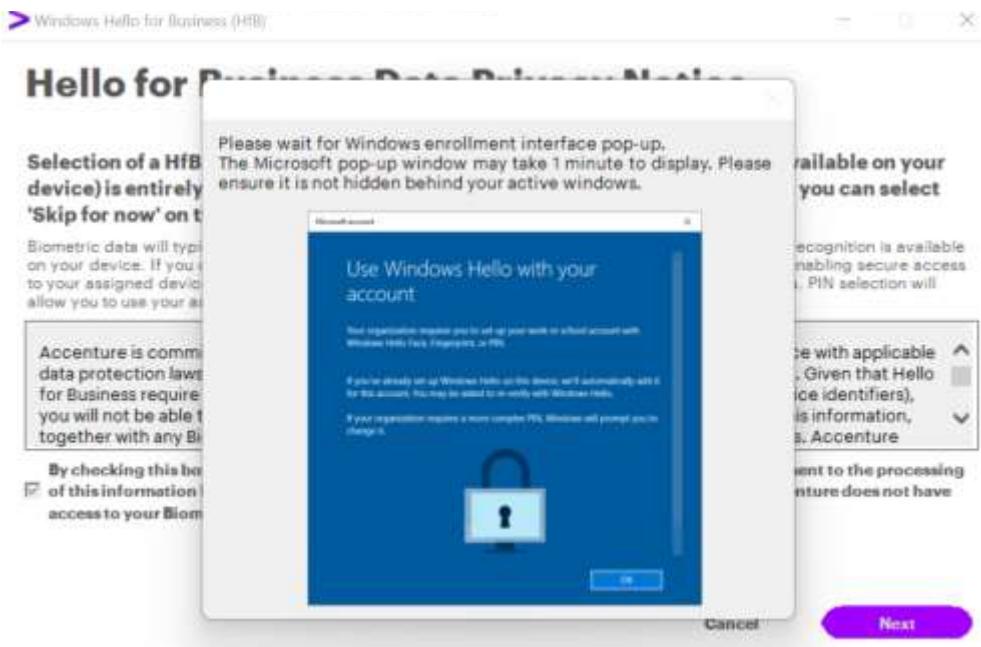
Accenture is committed to keeping your personal data secure, and processing it in accordance with applicable data protection laws and our internal policies, including [Accenture's Data Privacy Policy DPP](#). Given that Hello for Business require limited personal data to function (your Enterprise ID, Name, assigned device identifiers), you will not be able to use your assigned device if you do not provide your personal data. All this information, together with any Biometric Data, will be strictly used for authentication and security purposes. Accenture

By checking this box, and to the extent that you choose to register any Biometric Data, you consent to the processing of this information by Accenture, in the manner and purpose described above, noting that Accenture does not have access to your Biometric Data.

Cancel

Next

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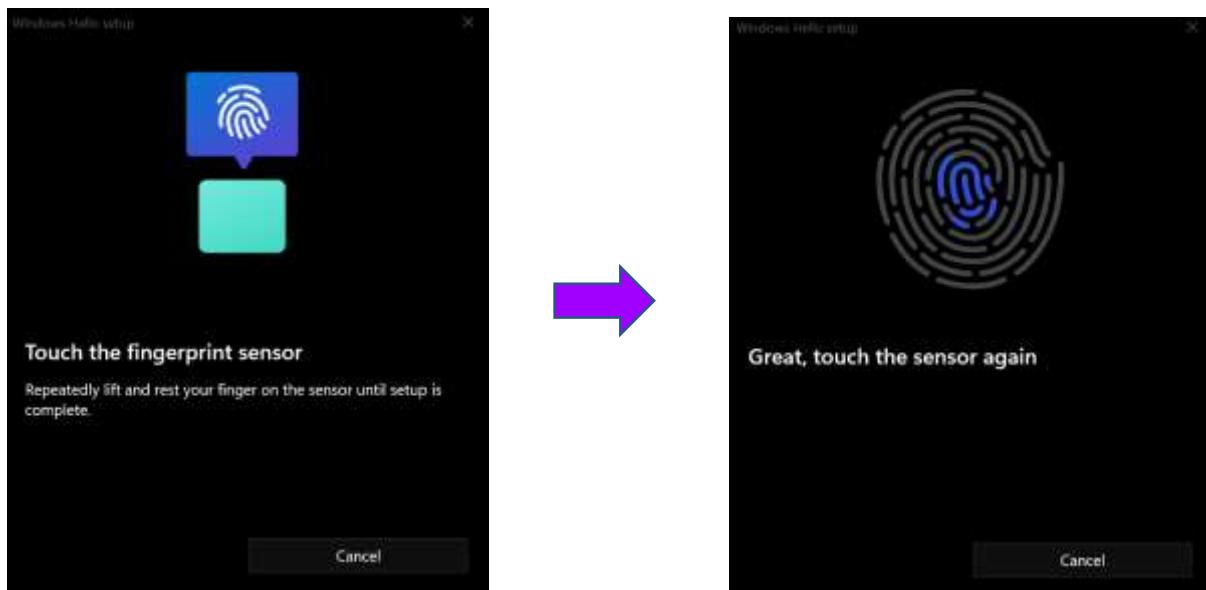


**3. ONLY FOR BIOMETRIC CAPABLE DEVICES: Please skip to step 5 if not applicable to you.**

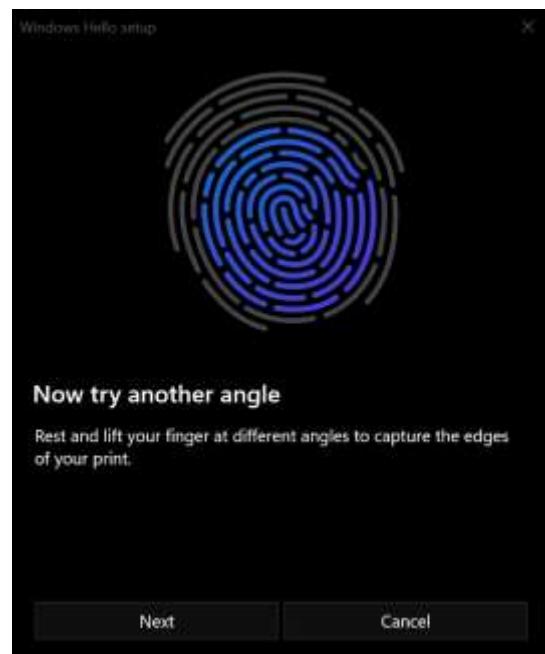
After all pre-requisites are met, and you proceed with enrollment, you will be prompted to set up your Biometrics (optional) and PIN. Click on “Yes, Set Up” or “Skip for now” to add biometrics:



Note: While setting up your fingerprint, you will see the below prompts guiding you in this process:

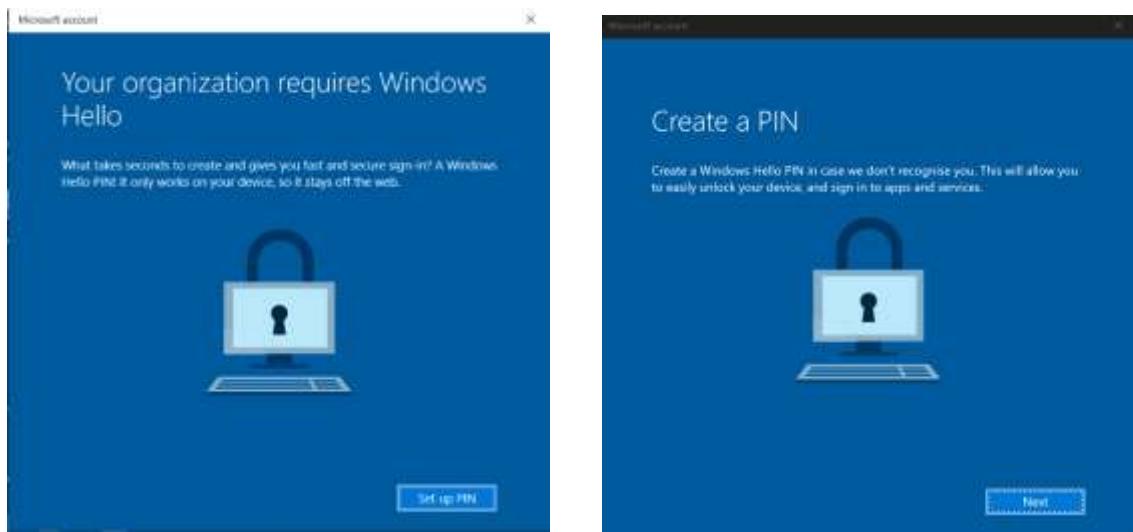


Note: Repeatedly lifting and placing your finger on the sensor is helpful



Note: Try and capture different angles of your finger by clicking on Next

4. Click on “Set up PIN” or “Next” to continue with PIN enrollment:



5. You will be prompted for MFA, enter the code on your Authenticator App as displayed and confirm your identity as shown below:

 accenture

sagar.kar.choudhury@accenture.com

**Approve sign-in request**

 Open your Authenticator app, and enter the number shown to sign in.

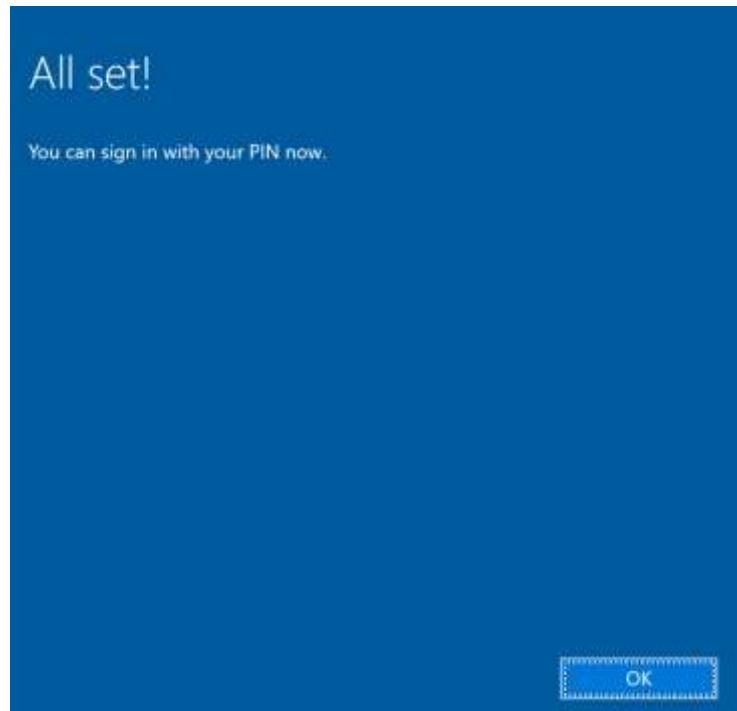
94

No numbers in your app? Make sure to upgrade to the latest version.

[I can't use my Microsoft Authenticator app right now](#)

Unauthorized access or activity of this system is a violation of Accenture Policies and may be a violation of law. Unauthorized use may result in reprimand, dismissal, financial penalties, and legal action.

6. Please create an 8-digit numeric PIN of your choice and click OK:



Note: After clicking “Ok”, it will proceed to the success form:



> Windows Hello for Business (HfB)



## Congratulations **sagar.kar.choudhury!**

You are now successfully enrolled in Hello for Business (HfB). Thank you for taking the first step in your [Passwordless](#) journey at Accenture. Your HfB credentials should be ready for immediate use but in rare cases, it may take 30 minutes to 24 hours.

Remember to use your HfB PIN/biometric gesture every time you log in to your device.

Tip: You may need to select "other options" the first time you log in.

Please refer to the [Yammer](#) page for additional info and discussions.

>  
Let there be change

Finish

## 2 HfB Utility- Errors/Issues

If you encounter an issue during enrollment, please do the following: (*See example below of errors.*)

1. Restart your computer.
2. Retry HfB enrollment.
3. If the issues persist, take a screenshot of the error message(s), and run the "ACN Hello for Business Support Tool" from the Windows start menu to collect logs. Find the zipped logs file in C:\Program Files\Accenture\ACN Hello for Business Utility\Support Tool.
4. Raise a ticket with [Technology Support](#) attaching the screenshot and logs.

