

# **INTEGRAL Suite**

<User Access Guide>

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#### **Publication History**

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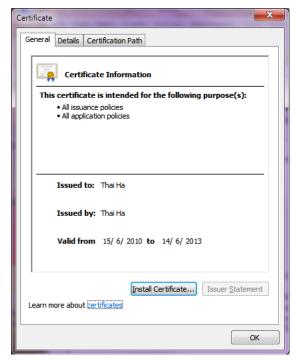
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### 1. Installing the INTEGRAL Trust CA Certificate

INTEGRAL SUITE uses a public key certificate, usually just called a certificate, for authentication. Therefore, a certification has to be installed before you can access INTEGRAL SUITE.

- Go to C3 INTEGRAL- Delivery Resources and download the certification to your desktop.
- Double- click on the 'integral.crt' certification file (This should open a window shown on the right)
- Click the "Install Certificate..." button (This should open another window)
  - i. Click Next button to proceed
  - ii. Select 'Place all certificates in the following store' and Click Browse
  - iii. Select 'Trusted Root Certification Authorities' and *click* OK button
  - iv. *Click* Next button and click Finish button to complete the installation
  - v. Click OK buttons to close the windows

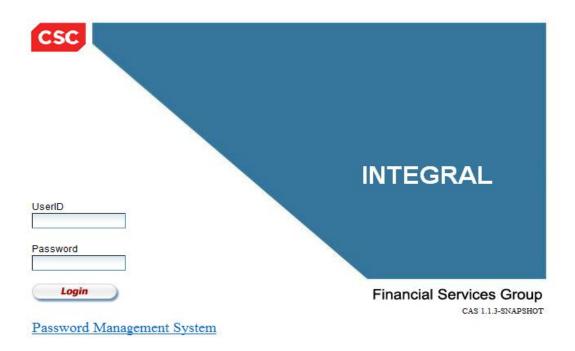


## 2. Logging into Integral Suite

➤ Use the URL to access the Integral Suite - <a href="http://integral.csc.com/portal/public/Integral/">http://integral.csc.com/portal/public/Integral/</a>



> Click on 'Enployee Login' Icon and you will be bought to the User Login screen



Enter your User-ID and password and click <Continue>. This will bring you to the Employee Portal Page.



In this portal page, you will see the 3 icons for INTEGRAL Admin P&C, INTEGRAL Admin Life and INTEGRAL Admin Group. Click on the respective Admin system that you wish to access.

> Clicking on any of the INTEGRAL Admin icon will bring you to the INTEGRAL Main Menu screen.

