

## WME USER ACCOUNT DETAILS

USER DETAIL	
EMPLOYEE ID	
EMPLOYEE NAME	ABUTHAHIR Syed
WME EMAIL	syed.a@jeorginallave.online
EGIS EMAIL	syed.a@egis-group.com
PASSWORD	Randompass
USERNAME/ PC LOGIN	syed.a

USEFUL LINKS	
WEBMAIL	<a href="https://outlook.office.com/mail">https://outlook.office.com/mail</a>
EGIS INTRANET	<a href="https://myegis.egis.fr">https://myegis.egis.fr</a>
WEB TIMESHEET URL	<a href="https://suivi-activite.egis.fr/eTime/#/Home">https://suivi-activite.egis.fr/eTime/#/Home</a>
EGIS EXTRANET URL (FOR VPN)	<a href="https://extranet.egis.fr">https://extranet.egis.fr</a>
SERVICENOW IT HELPDESK	<a href="https://egisgroup.service-now.com">https://egisgroup.service-now.com</a>
WME IT HELPDESK	<a href="https://helpdesk.wmeglobal.com">https://helpdesk.wmeglobal.com</a>
PASSWORD CHANGE URL	<a href="https://mypassword.egis.fr">https://mypassword.egis.fr</a>

## PROTECTING PASSWORDS

- Users may never share their passwords with anyone else in the company, including co-workers, managers, administrative assistants, IT staff members, etc.
- Users may never share their passwords with any outside parties, including those claiming to be representatives of business partner with a legitimate need to access a system.
- Users must refrain from writing passwords down and keeping them at their workstations.
- Users may not use password manages or other tools to help store and remember passwords without IT's permission.