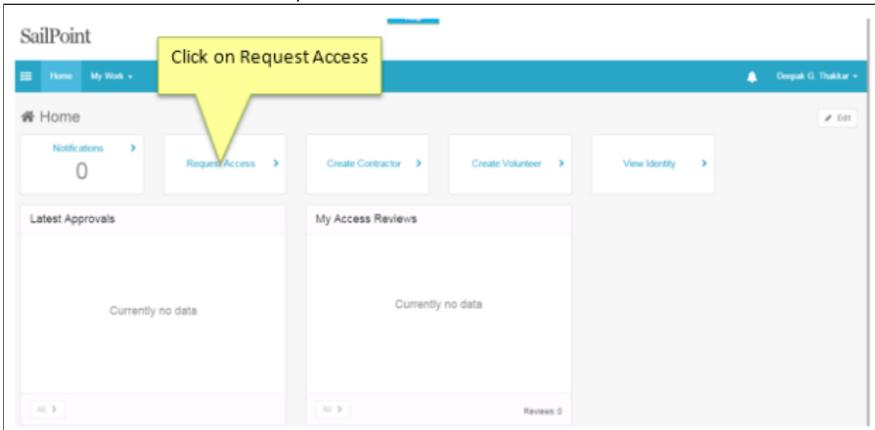


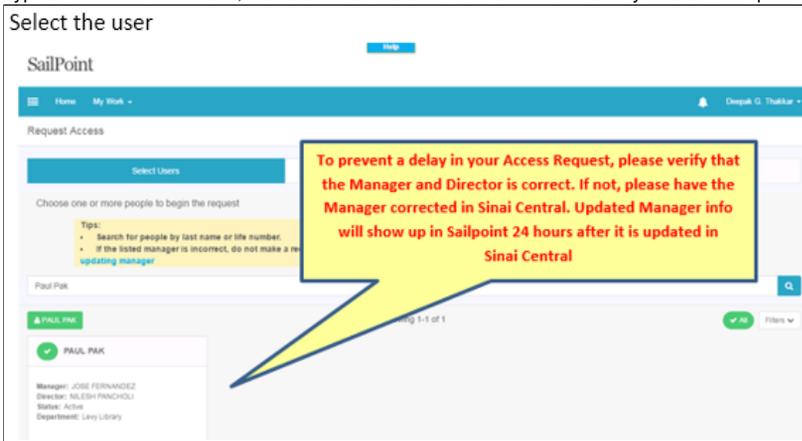
Mount Sinai - Request Application Access

Sailpoint - Request Application Access

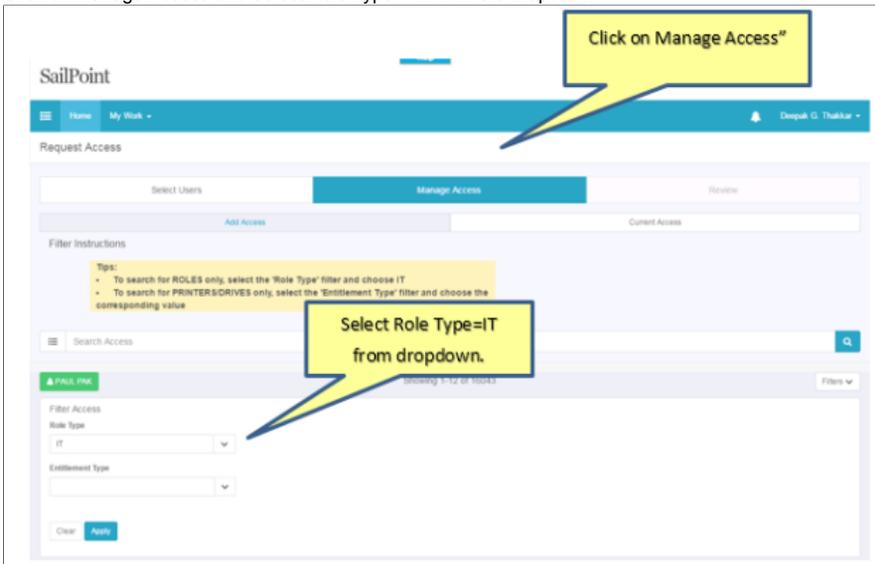
1. Login into Sailpoint
2. From the home screen click on Request Access



3. Type in the user's last name, full name or life number to search for the user you want to request access for



4. Select the user
5. Click on Manage Access and Select Role Type = IT from the dropdown



6. Type in the Application / Role Name in the search box to narrow the search

Type Application / Role Name in the search box to narrow the search.

Search for an Application and click on Apply

PAUL PAK

Filter Access

Role Type

IT

Entitlement Type

Clear Apply

Select the Application from the list shown

Prism for BISLW Users

Prism for BISLW Users

Type: Role Owner: Workgroup: IT Provisioning Risk: 1

Prism Icon for Hospital Users

Type: Role Owner: Workgroup: Prism for Hospital Users Risk: 1

Prism Icon for MSH Citrix Users

Type: Role Owner: Workgroup: Prism Icon for MSH Citrix Users Risk: 1

7. Select the application

8. click on Review Tab

SailPoint

Home My Work Identities Intelligence Setup Deepak G. Thakur

Request Access

Select Users Manage Access Review

Add Access Current Access

Filter Instructions

Tips:

- To search for ROLES only, select the 'Role Type' filter and choose IT
- To search for PRINTERS/DRIVES only, select the 'Entitlement Type' filter and choose the corresponding value

prism

Showing 1-6 of 6

Filter Access

Role Type

IT

Entitlement Type

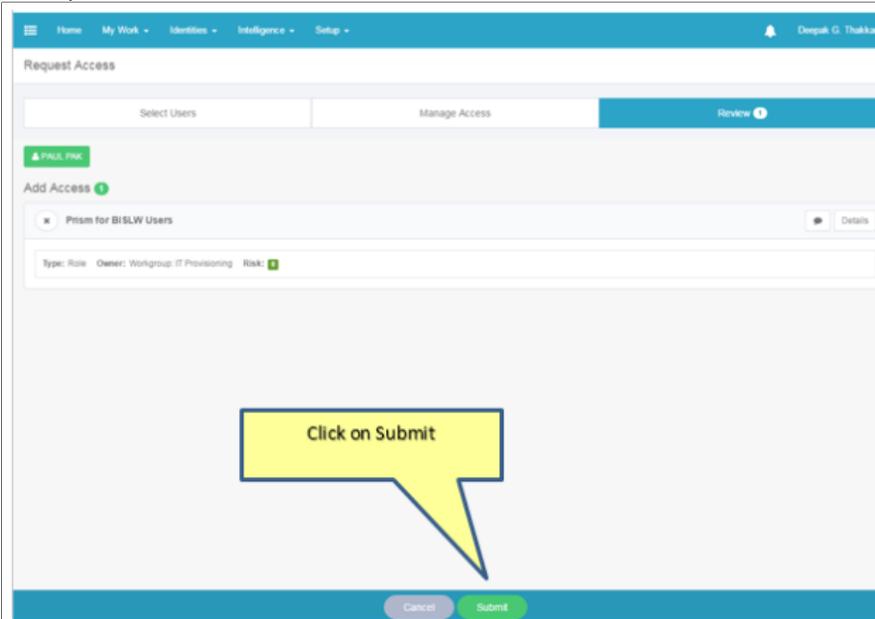
Clear Apply

Prism for BISLW Users

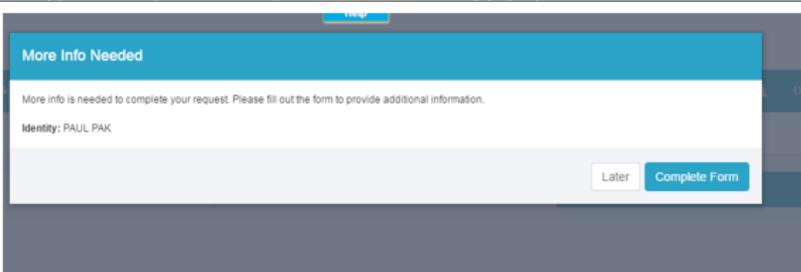
Details

Click on the Review Tab

9. Review your selection and Click on Submit

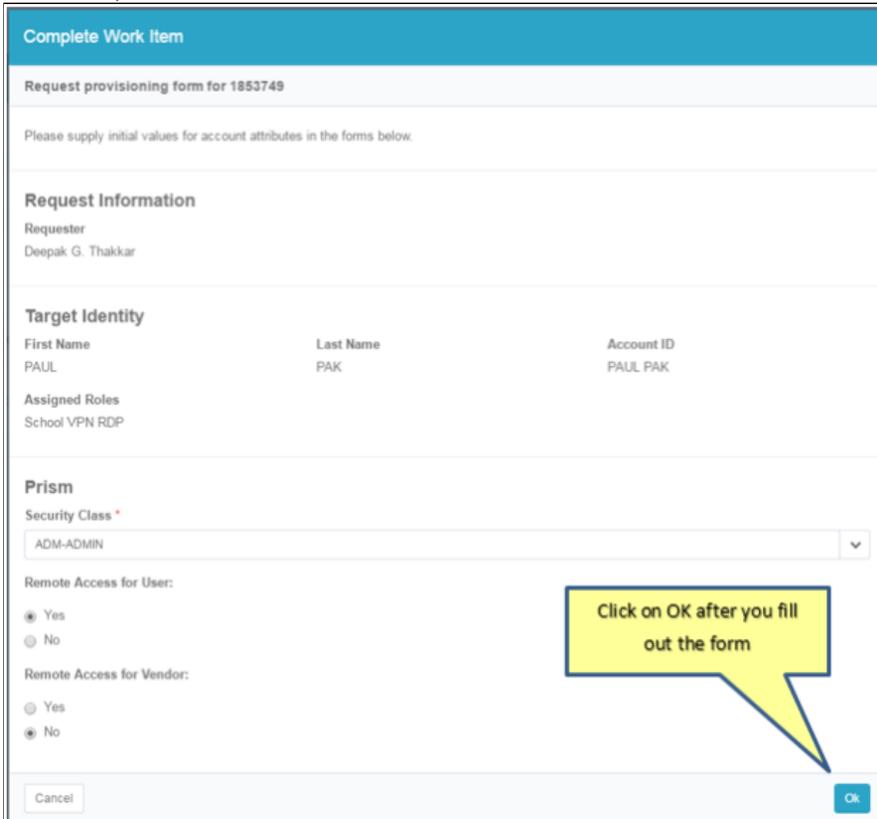


10. If an Application requires a Form, you will see the following pop-up



Click on Complete Form for the actual form to pop-up. **Note: If it is required and you do not fill out the form your access will not be granted.**

11. Click on Completed Form for the actual form



form is not filled out, the access request will not start the provisioning process.

Note: If the

12. Fill out the Request Form and click OK

Complete Work Item

Request provisioning form for 1853749

Please supply initial values for account attributes in the forms below.

Request Information

Requester
Deepak G. Thakkar

Target Identity

First Name	Last Name	Account ID
PAUL	PAK	PAUL PAK

Assigned Roles
School VPN RDP

Prism

Security Class *
ADM-ADMIN

Remote Access for User:
 Yes
 No

Remote Access for Vendor:
 Yes
 No

Cancel OK

Click on OK after you fill out the form

13. On the home page, you will see a message, "Form submitted Successfully", this completes your access request for the Application

