



GE VERNOVA |

SSO Registration Guide

Please note: Any sourcing related issues please call Toll Free: 866 770 5248 or email esourcingsupport@gevernova.com with your details to create ticket on your behalf.

Escalation Point of Contact

- ☐ Kennedy, Andrew - Andrew.kennedy@gevernova.com
- ☐ Karthikeyan, G – Karthikeyan2.g@gevernova.com

Register Single Sign on with GE

Step 1

- ✓ Open URL <https://registration.gepower.com/registration/>

Step 2

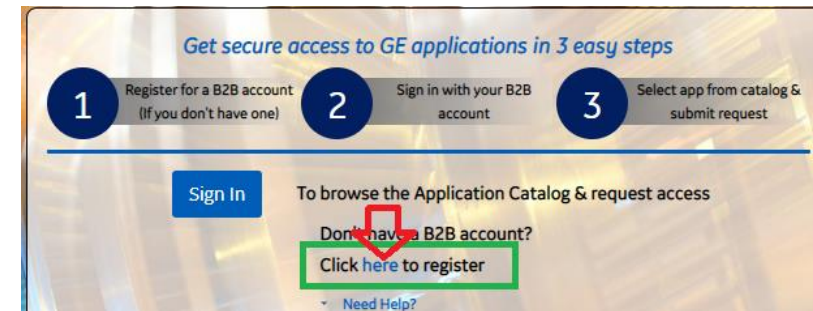
- ✓ Click on the **Register**

Step 3

- ✓ Update the Basic and Mandatory Information
- ✓ Ensure to find ✓ on all mandatory fields rather than ✗
- ✓ If ✗ recheck the fields and update

Step 3.1

- ✓ Answer country information for security reasons
- ✓ Check
 - ✓ I confirm that the information I have provided is accurate and that I am currently employed by the company I have listed above.
 - ✓ I agree to GE's Terms and Conditions
 - ✓ Click or touch the image mentioned
- ✓ Click **Submit**
- ✓ Once you hit submit you see the confirmation as below in **GREEN**
- ✓ ***You have now successfully registered with GE***
- ✓ ***Preserve your SSO ID and credentials for further use***



Please answer the following questions to request access to your selected applications.

There are no questions to answer, please click 'Submit' to continue.

Your application(s) were requested successfully! →

[Click here to close this window](#)

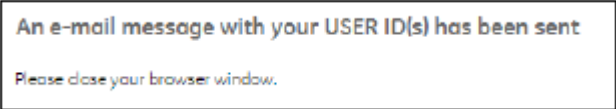
Forgot User ID?

Purpose: Use this feature to retrieve your user id

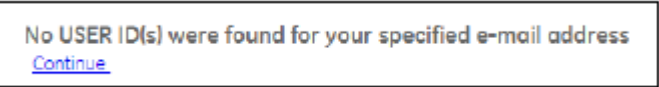
Step 1: From the home page, click the “Forgot ID?” link –this will open a new page.

Step 2: Follow the instructions on screen to retrieve your account information. Enter your email address and click Submit

Step 3: If the system recognizes the email address you provided, you will see a confirmation message on screen and an email with the user account / id will be Sent.



If no information is available for the entered email address, you will see this message:

A screenshot of the "Forgot User ID?" form. It has a title "Forgot User ID?" and a subtitle "Enter Email Address". There are two input fields: "Enter Email Address" and "Confirm Email Address". Below the input fields are "Submit" and "Cancel" buttons.

Forgot Password?

Purpose: Use this feature to reset your password

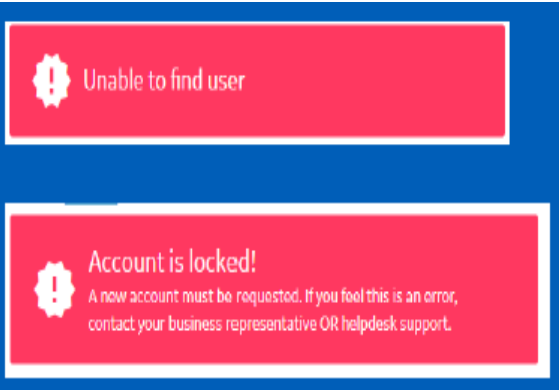
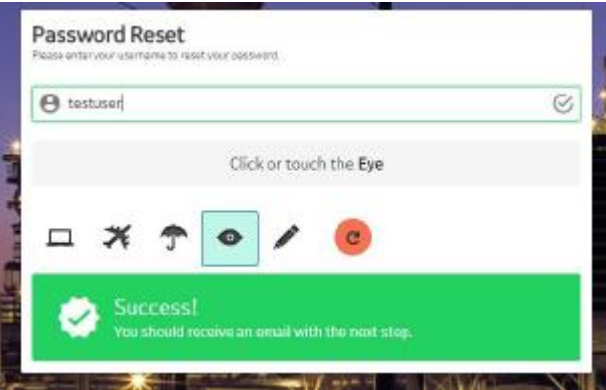
Step 1: From the home page, click the “Forgot Password?” link –this will open a new page.

Step 2: Follow the instructions on screen: enter your user id and complete the security check. Click “Submit” to continue.

A screenshot of the "Password Reset" form. It has a title "Password Reset" and a subtitle "Please enter your username to reset your password." There is an input field for the username, which contains the text "testuser". Below the input field is a button labeled "Click or touch the Eye". At the bottom of the form are "Submit" and "Cancel" buttons.

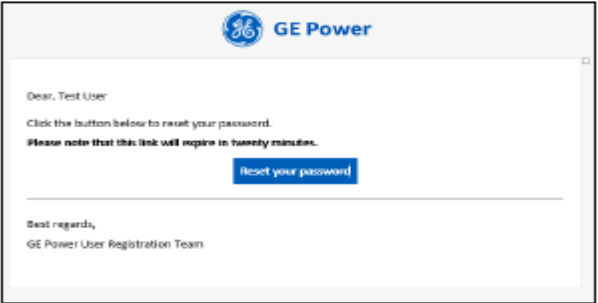
Step 3: If the account is recognized, you will receive a confirmation message on screen (see picture to right). Additionally, an email will be sent to the account on file.

If there is no existing account **OR** the username you entered is locked / inactive, you will receive a message similar to those at right. If you feel you are getting these messages in error, use the “Need help?” feature to contact our team.

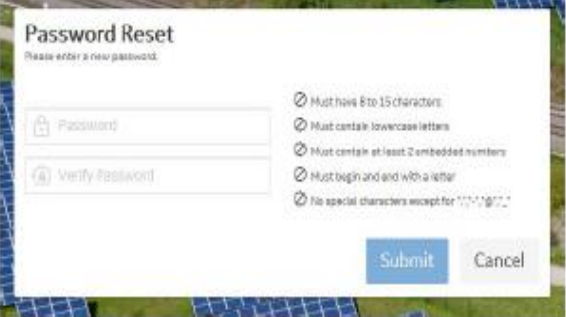


Step 4: An email is sent to your account on file. Click the “Reset your password” link. Note this link is temporary and will expire as indicated.

Step 5: You will be redirected to a new, secure window to update your password. Follow the instructions on screen and click “Submit”

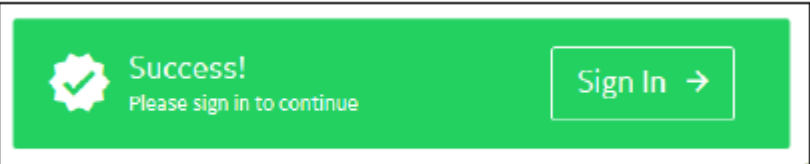


Email message and secure temporary link for password reset



Confirmation message for successful password reset

Step 6: Once updated, you’ll receive a “Success” message and be allowed to sign-in with your new password.



Confirmation message for successful password reset

eSourcing Support Contact(s)

If you still face any issues; Please contact L1 eSourcing Helpdesk

- ✓ T: (866)-770-5248
- ✓ Email: esourcingsupport@gevernova.com
- ✓ Visit us @ <https://app.sc.ge.com/sites/1564108/portal/1043018>

Escalation Point of Contact

- ✓ Kennedy, Andrew -andrew.kennedy@gevernova.com
- ✓ G, Karthikeyan -Karthikeyan2.G@gevernova.com

Required (Mandatory) Information for us to assist you further while sharing information

- ✓ User ID/SSO ID
- ✓ Purchase Order Number
- ✓ Contact Phone Number#
- ✓ Available time of Contact
- ✓ Screen Shot of Error



THANK YOU!