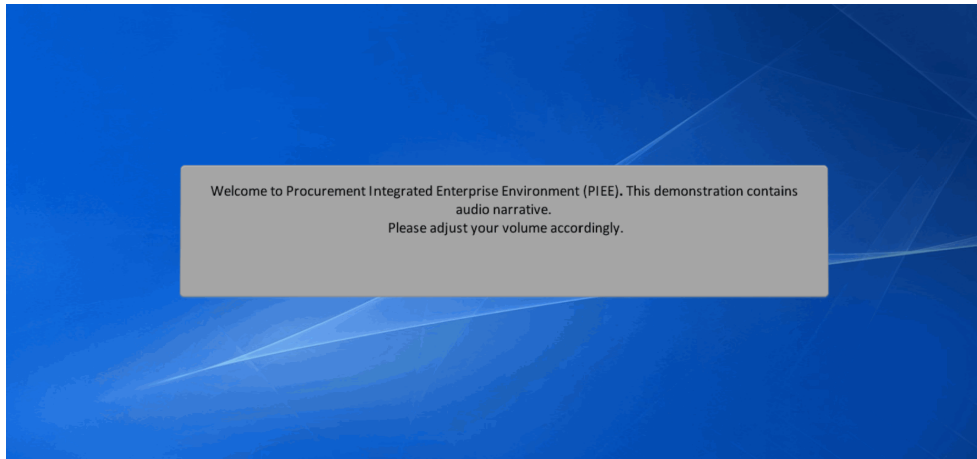
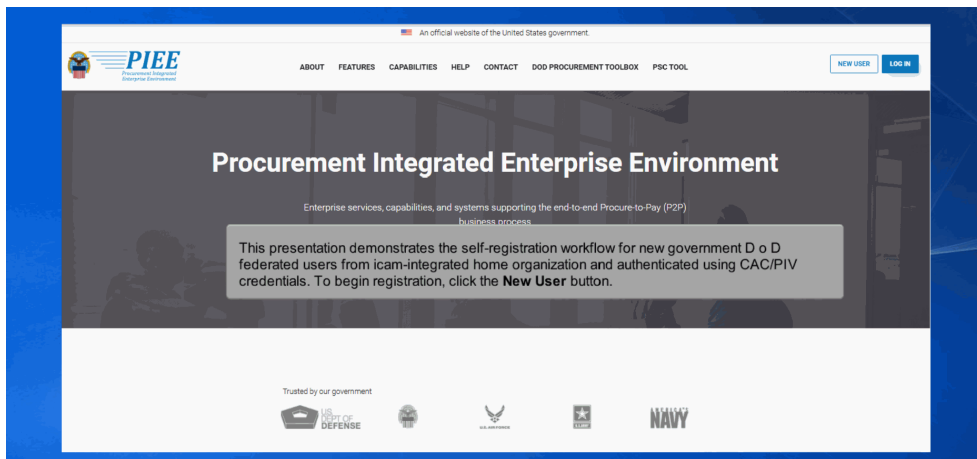


Intro



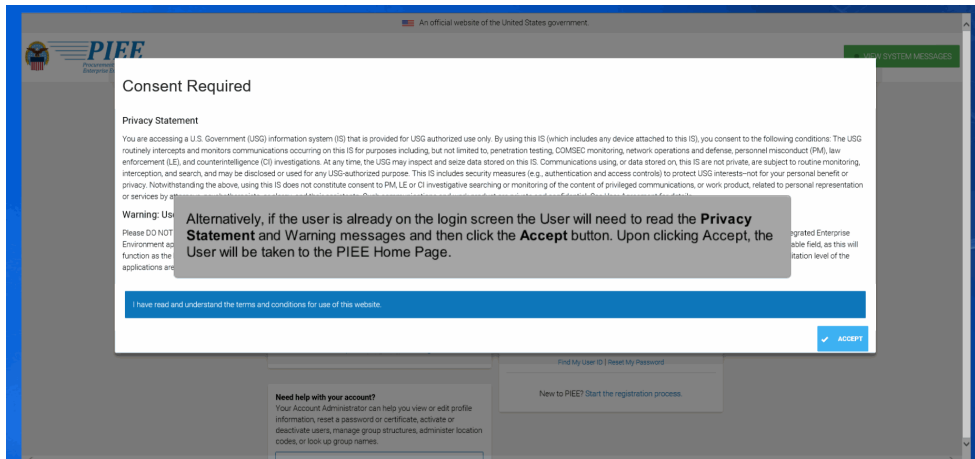
Welcome to Procurement Integrated Enterprise Environment (PIEE). This demonstration contains audio narrative. Please adjust your volume accordingly.

Step 1



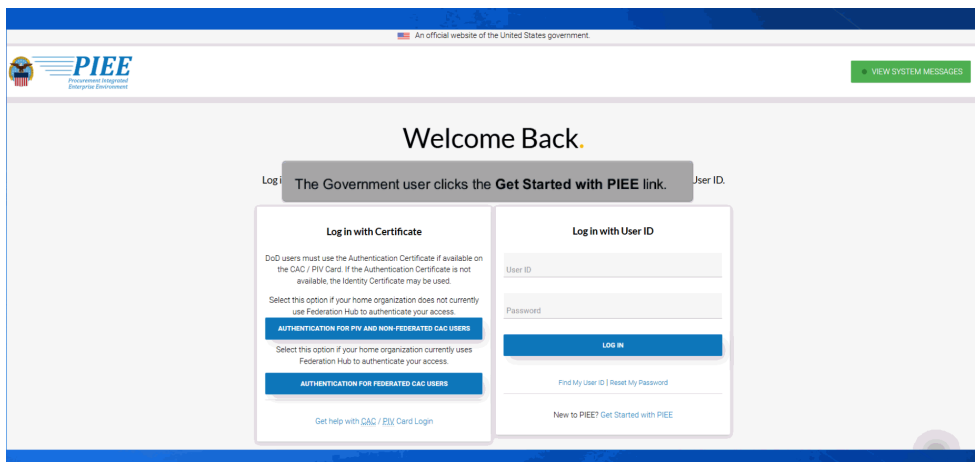
This presentation demonstrates the self-registration workflow for new government DoD federated users from ICAM-integrated home organization and authenticated using CAC/PIV credentials. To begin registration, click the New User button.

Step 2



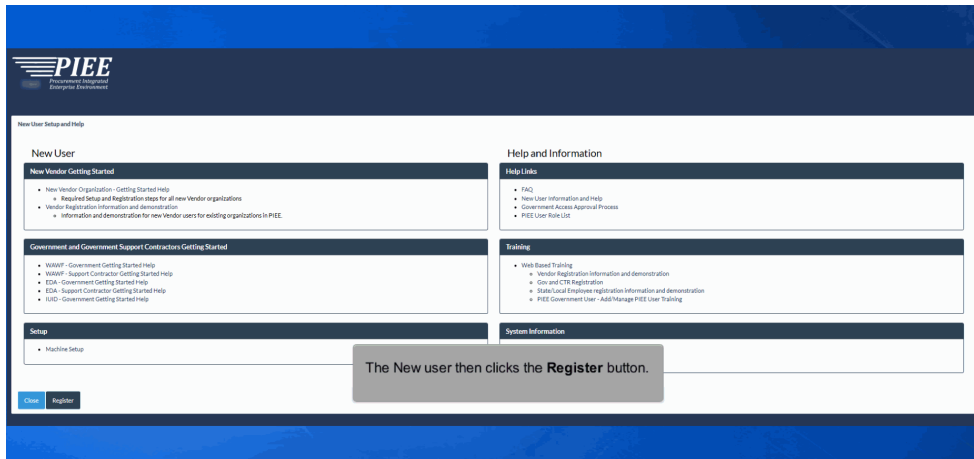
Alternatively, if the user is already on the login screen the User will need to read the Privacy Statement and Warning messages and then click the Accept button. Upon clicking Accept, the User will be taken to the PIIIE Home Page.

Step 3



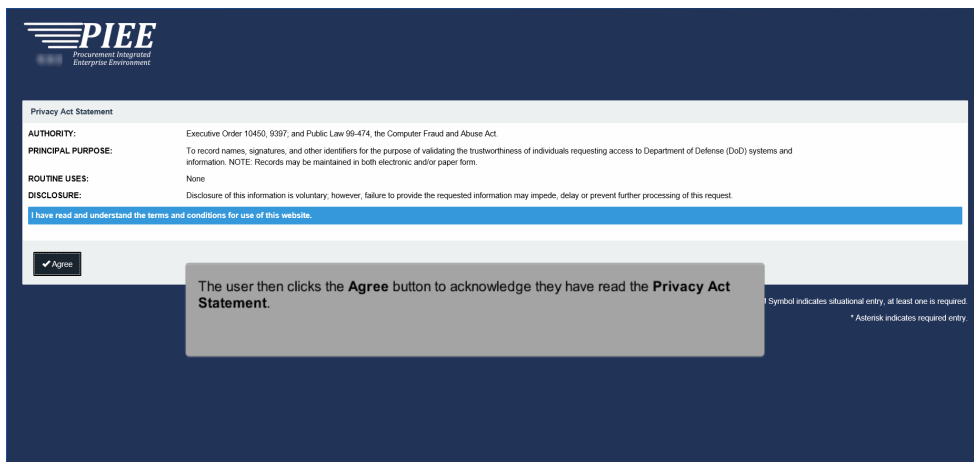
The Government user clicks the Get Started with PIIIE link.

Step 4



The New user then clicks the Register button.

Step 5



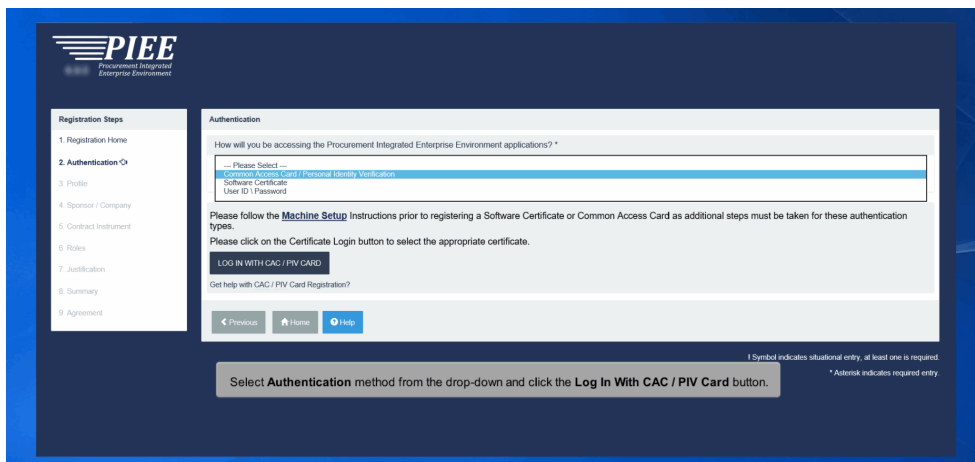
The user then clicks the Agree button to acknowledge they have read the Privacy Act Statement.

Step 6



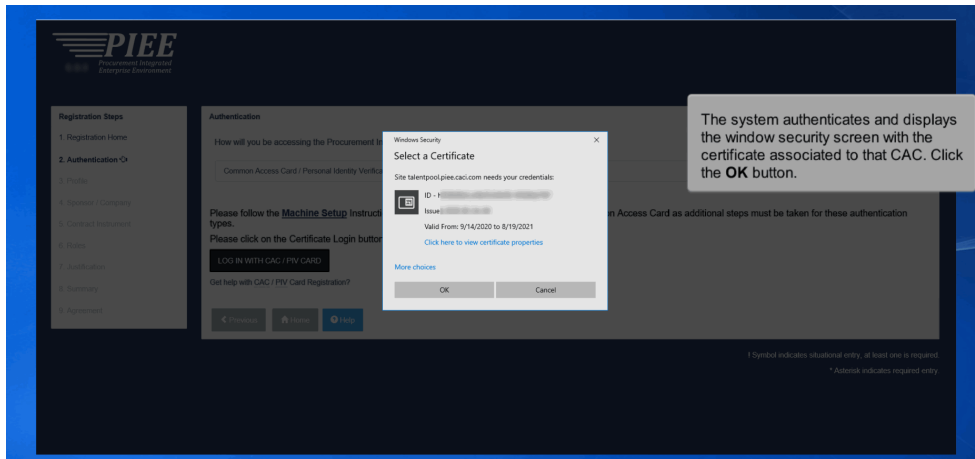
Click Government - DoD or Government Support Contractor - Supporting DoD Organization from What type of user are you?

Step 7



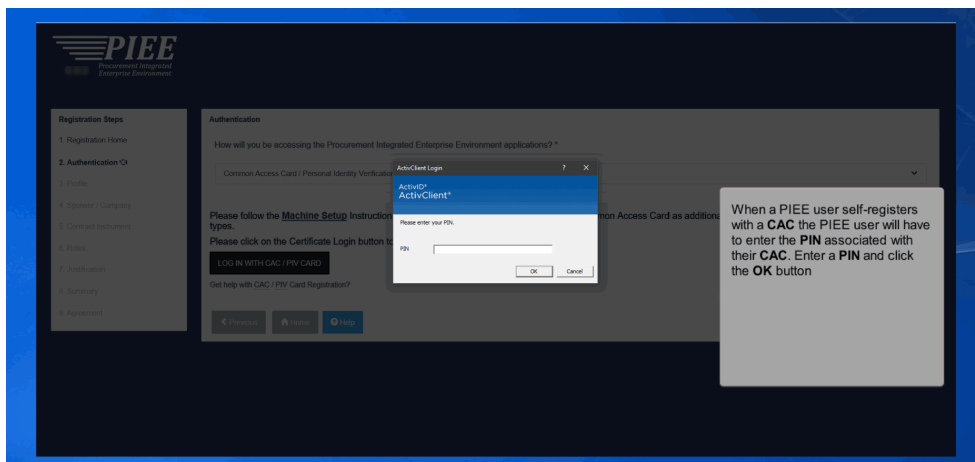
Select Authentication method from the drop-down and click the Log In With CAC / PIV Card button.

Step 8



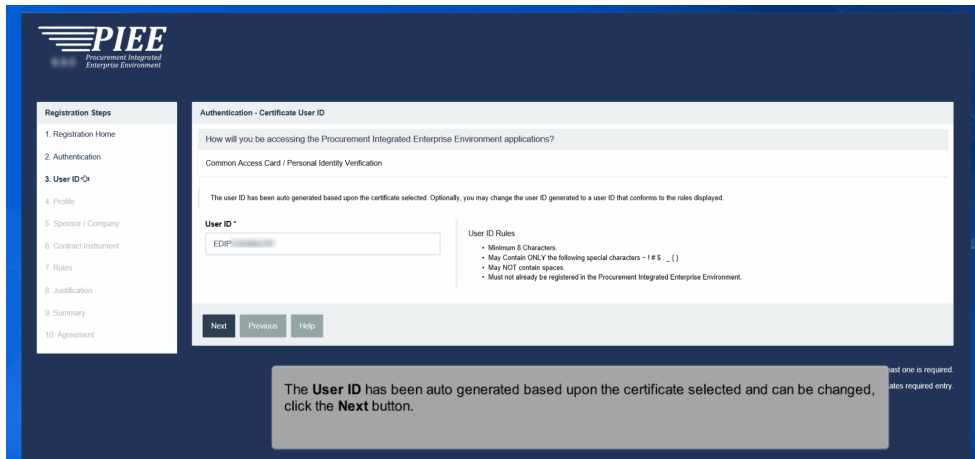
The system authenticates and displays the window security screen with the certificate associated to that CAC. Click the OK button.

Step 9



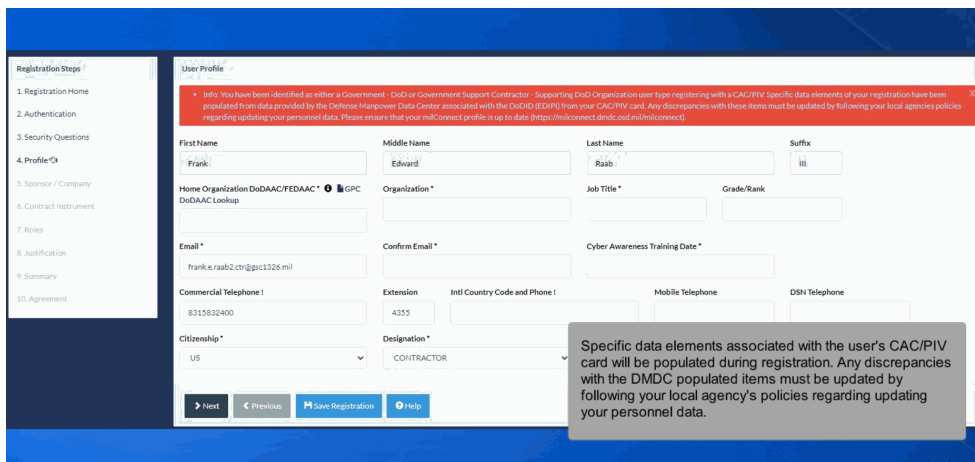
When a PIEE user self-registers with a CAC the PIEE user will have to enter the PIN associated with their CAC. Enter a PIN and click the OK button

Step 10



The User ID has been auto generated based upon the certificate selected and can be changed, click the Next button.

Step 11



Specific data elements associated with the user's CAC/PIV card will be populated during registration. Any discrepancies with the DMDC populated items must be updated by following your local agency's policies regarding updating your personnel data.

Step 12

In the event that a personnel data retrieval failure from DMDC occurs, user will enter all required information on the user profile page. For the Home Organization, enter the location code associated with the user's federated home organization.

NOTE: Currently the only federated organizations in production are Air Force, Navy, and DISA E-ICAM. If a user is unsure whether their home organization is federated, they must contact the Help Desk for further guidance.

Click the Next button to continue with the registration.

Step 13

After filling out the User Profile information, the application will allow user to Save the registration and complete the registration within 3 days. To proceed with the registration, click the Next button.

Step 14

Registration Steps

1. Registration Home
2. Authentication
3. Security Questions
4. Profile
5. Sponsor / Company*
6. Contract Instrument
7. Roles
8. Justification
9. Summary
10. Agreement

Additional Profile Information

Sponsor Information

Home Organization Agency
YULISTA INTEGRATED SOLUTIONS, LLC

Office Symbol: Organization:

First Name *

Agency Information will be pulled from the database using the user's Home Organization's DoDAAC/FEDAAC. Agency and Address labels will be prefixed with "Home Organization."

Phone !

Home Organization Address
7600 ADVANCED GTWY SW

City: HUNTSVILLE State: Zip: Country:

Additional Profile Information page provides fields for **Sponsor Information** and **Company Information**. Finish entering Additional Profile Information.

Company Information

Next Previous Save Registration Help

Agency Information will be pulled from the database using the user's Home Organization's DoDAAC/FEDAAC. Agency and Address labels will be prefixed with "Home Organization." Additional Profile Information page provides fields for Sponsor Information and Company Information. Finish entering Additional Profile Information.

Step 15

Registration Steps

1. Registration Home
2. Authentication
3. Security Questions
4. Profile
5. Sponsor / Company*
6. Contract Instrument
7. Roles
8. Justification
9. Summary
10. Agreement

Additional Profile Information

Sponsor Information

Home Organization Agency Name
F14417 1 SOCS SOCS

Office Symbol: Organization:

First Name **Last Name** **Email** **Confirm Email**

Phone **Extension** **Intl Country Code and Phone** **Fax** **DSN Telephone** **DSN Fax**

Home Organization Address
CP 850 8M4 4118
620 CRUZ AVE BLDG 90609

City: HURLBURT FIELD State: Florida Zip: 32544 Country: United States of America (94)

Company Information

Name *

City *

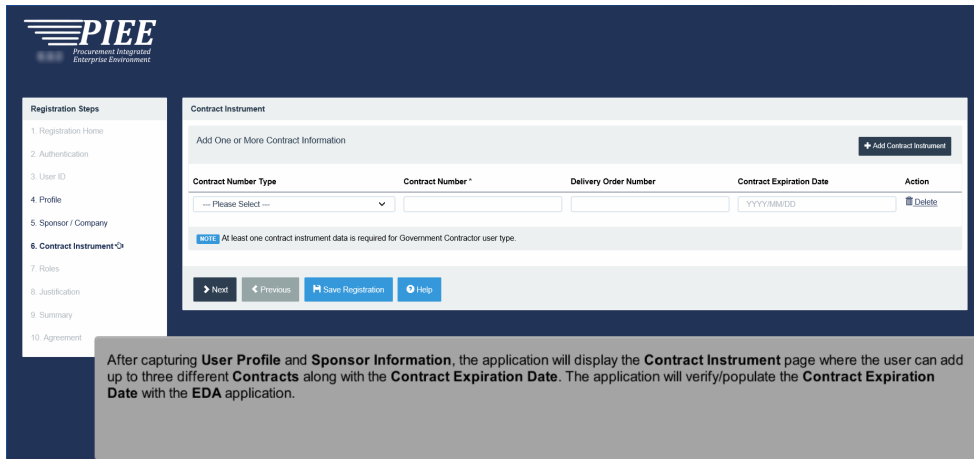
After entering all applicable information click the **Next** button to continue.

Next Previous Save Registration Help

*Symbol indicates optional entry, at least one is required.

After entering all applicable information click the Next button to continue.

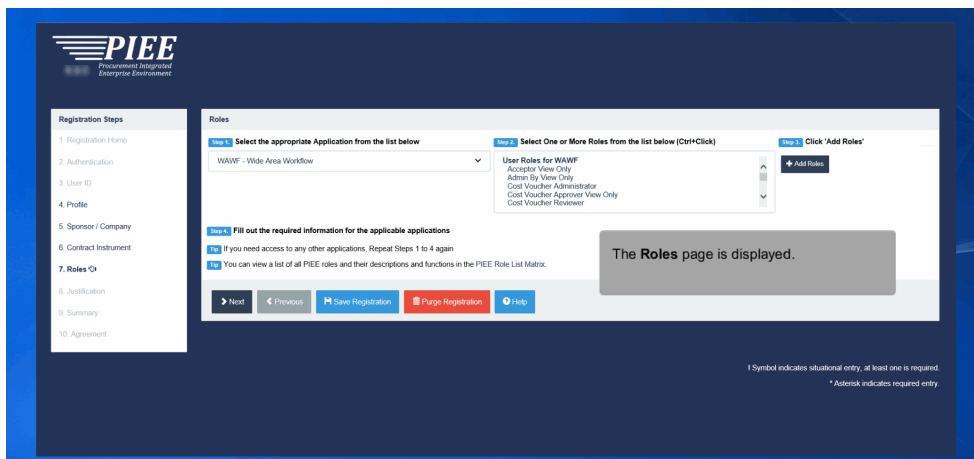
Step 16



After capturing **User Profile** and **Sponsor Information**, the application will display the **Contract Instrument** page where the user can add up to three different **Contracts** along with the **Contract Expiration Date**. The application will verify/populate the **Contract Expiration Date** with the **EDA** application.

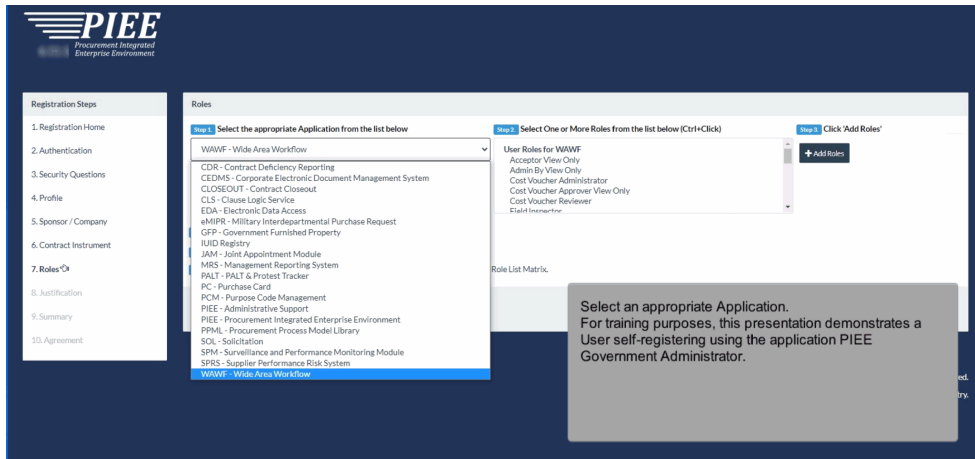
After capturing User Profile and Sponsor Information, the application will display the Contract Instrument page where the user can add up to three different Contracts along with the Contract Expiration Date. The application will verify/populate the Contract Expiration Date with the EDA application.

Step 17



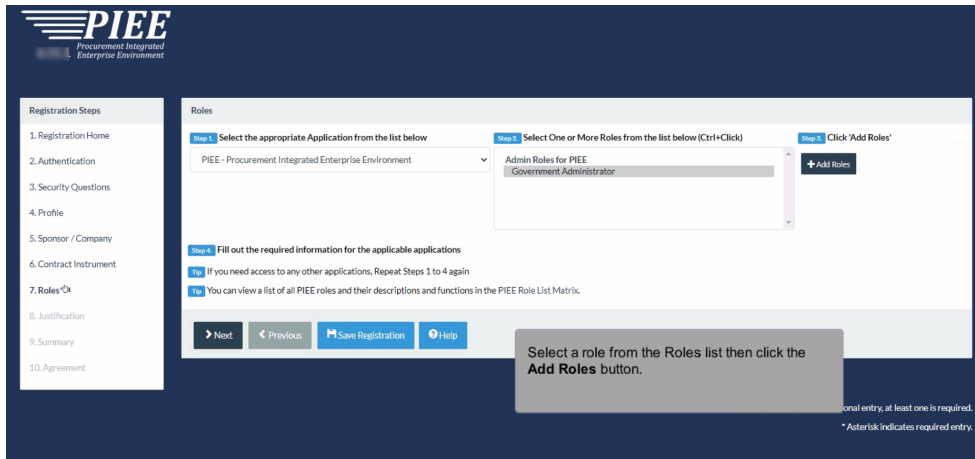
The Roles page is displayed.

Step 18



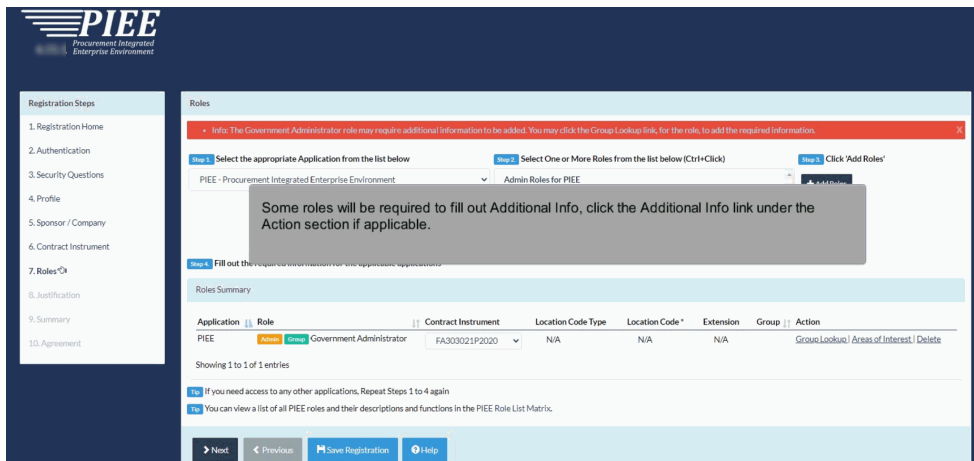
Select an appropriate Application.
For training purposes, this presentation demonstrates a User self-registering using the application PIEE Government Administrator.

Step 19



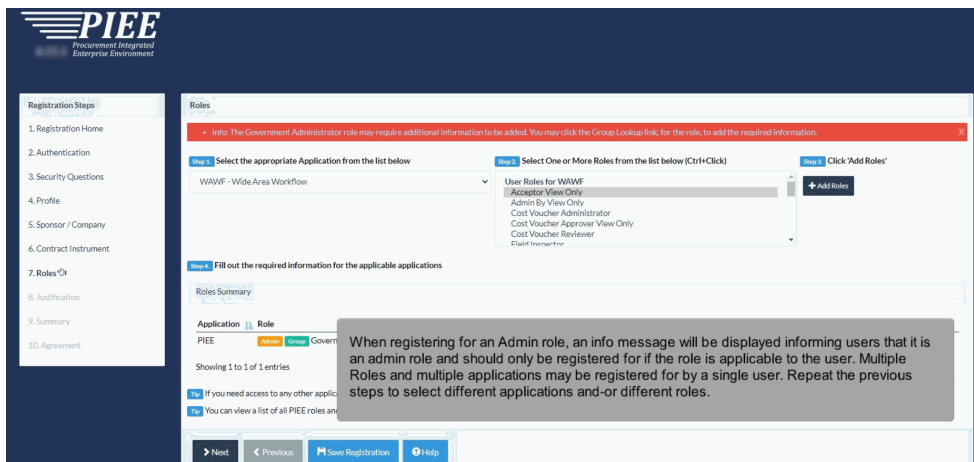
Select a role from the Roles list then click the Add Roles button.

Step 20



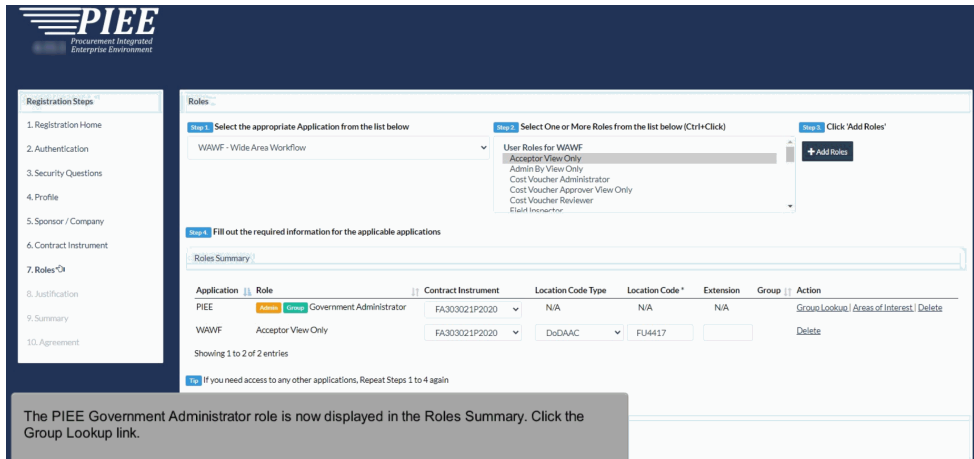
Some roles will be required to fill out Additional Info, click the Additional Info link under the Action section if applicable.

Step 21



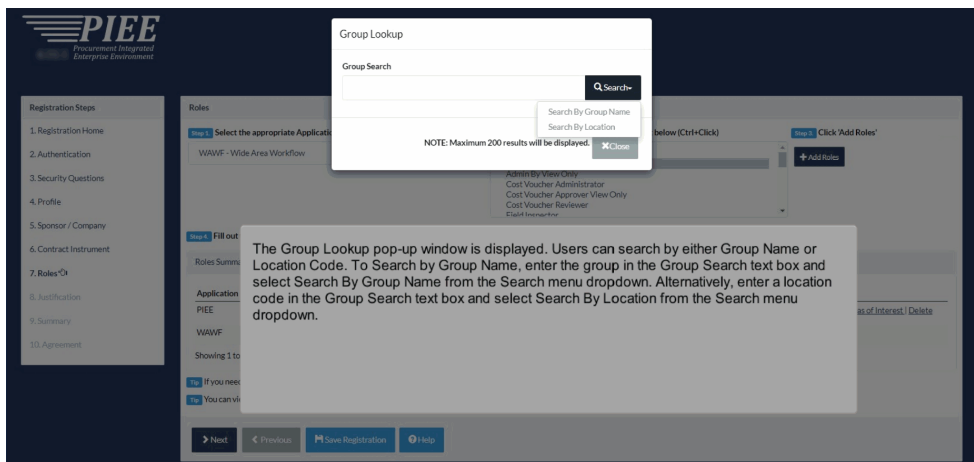
When registering for an Admin role, an info message will be displayed informing users that it is an admin role and should only be registered for if the role is applicable to the user. Multiple Roles and multiple applications may be registered for by a single user. Repeat the previous steps to select different applications and-or different roles.

Step 22



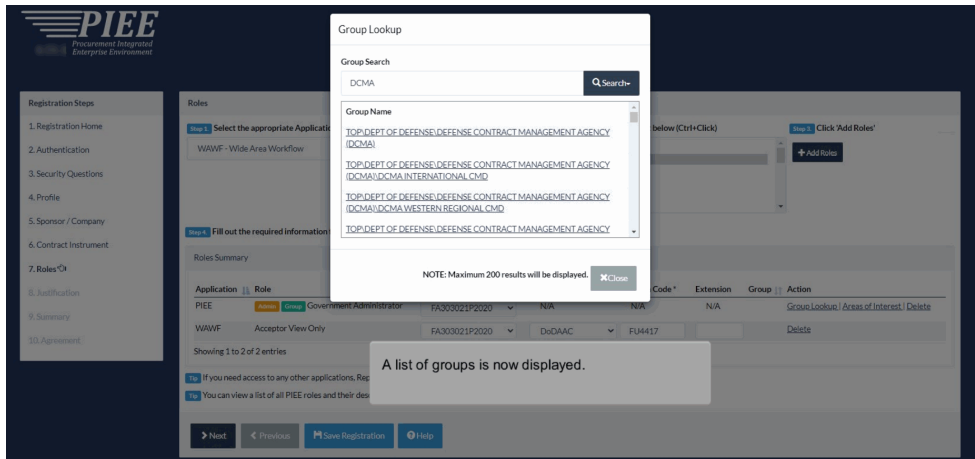
The PIEE Government Administrator role is now displayed in the Roles Summary. Click the Group Lookup link.

Step 23



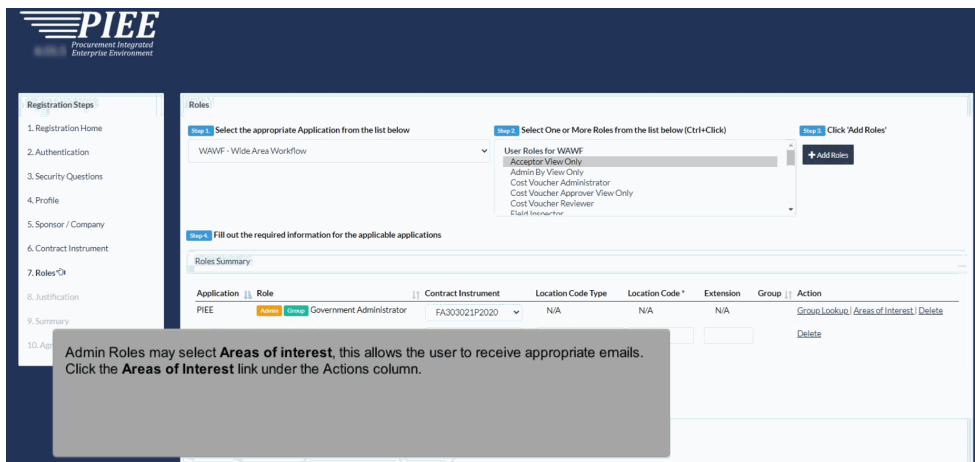
The Group Lookup pop-up window is displayed. Users can search by either Group Name or Location Code. To Search by Group Name, enter the group in the Group Search text box and select Search By Group Name from the Search menu dropdown. Alternatively, enter a location code in the Group Search text box and select Search By Location from the Search menu dropdown.

Step 24



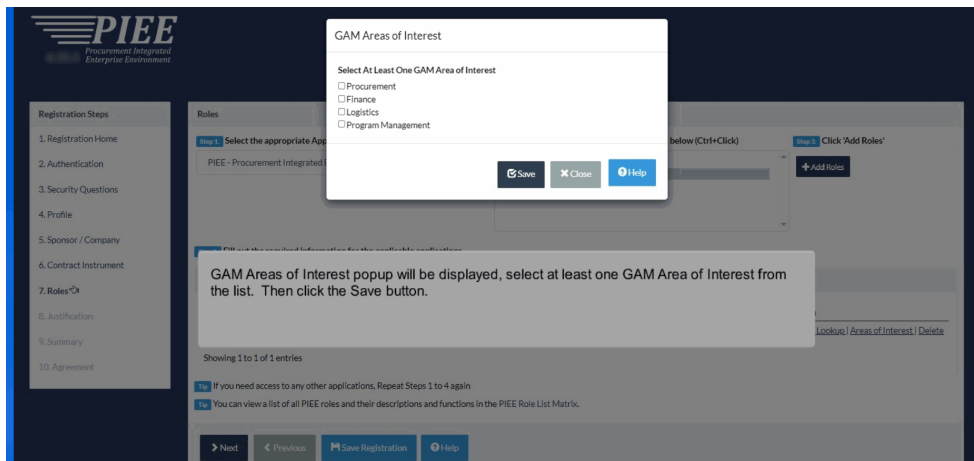
A list of groups is now displayed.

Step 25



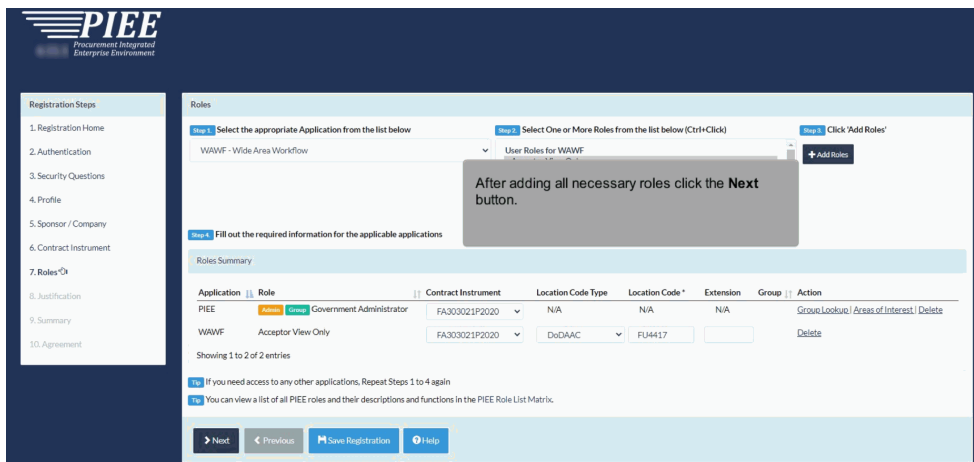
Admin Roles may select Areas of interest, this allows the user to receive appropriate emails. Click the Areas of Interest link under the Actions column.

Step 26



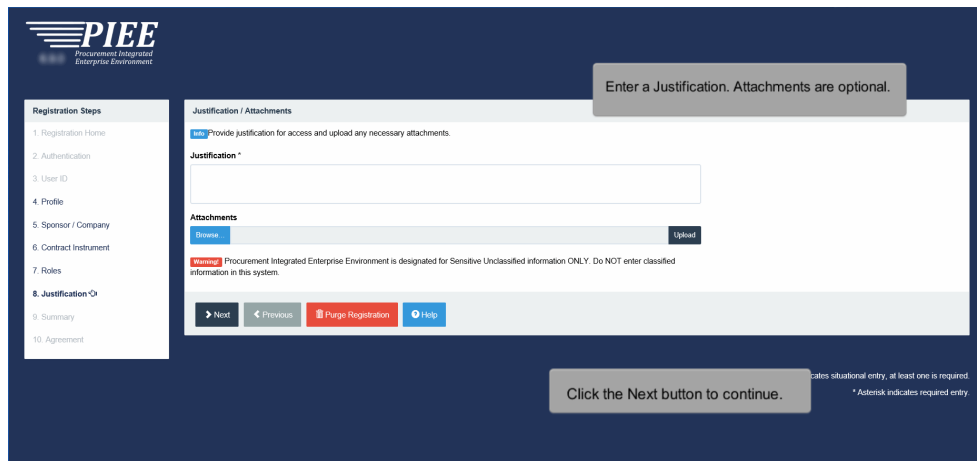
GAM Areas of Interest popup will be displayed, select at least one GAM Area of Interest from the list. Then click the Save button.

Step 27



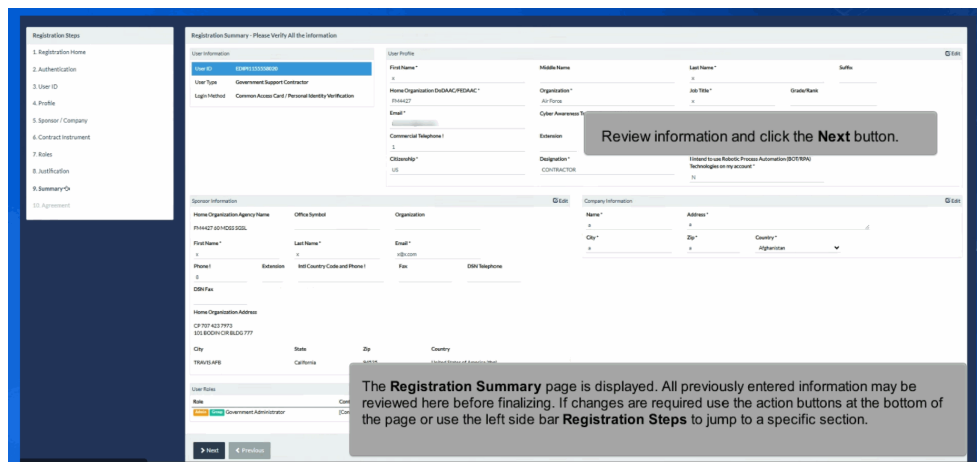
After adding all necessary roles click the Next button.

Step 28



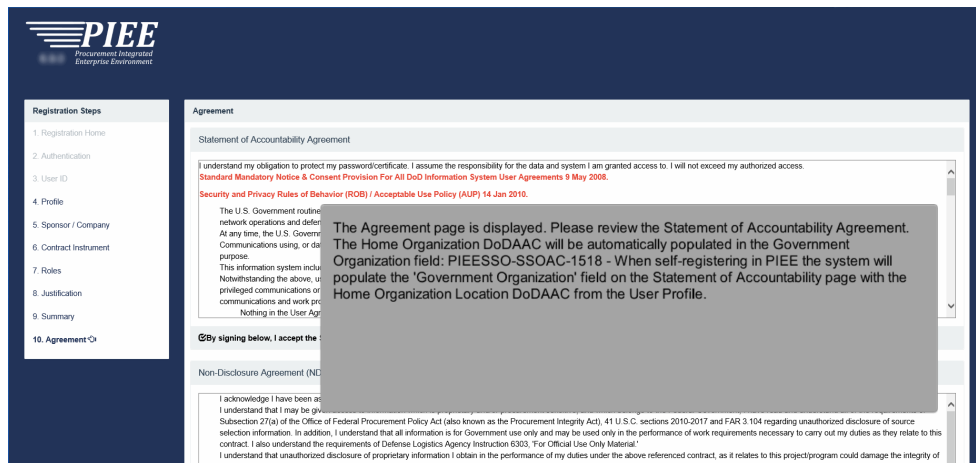
Enter a Justification. Attachments are optional. Click the Next button to continue.

Step 29



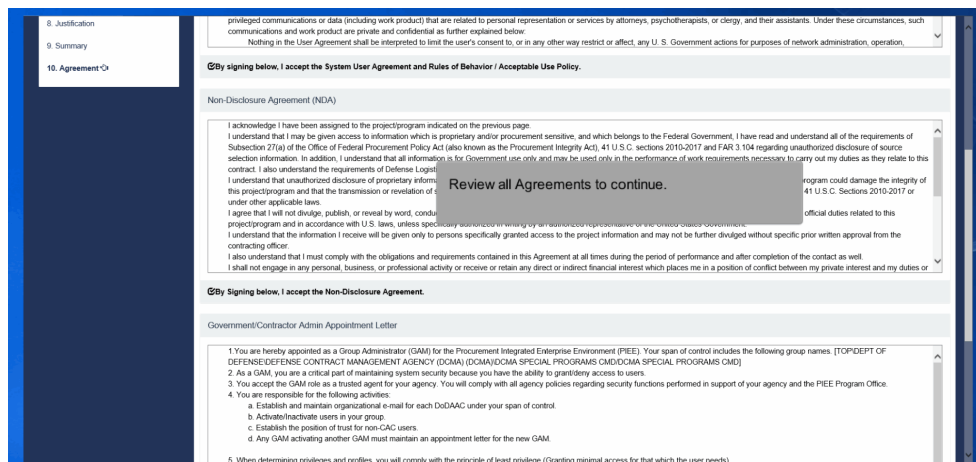
The Registration Summary page is displayed. All previously entered information may be reviewed here before finalizing. If changes are required use the action buttons at the bottom of the page or use the left side bar Registration Steps to jump to a specific section. Review information and click the Next button.

Step 30



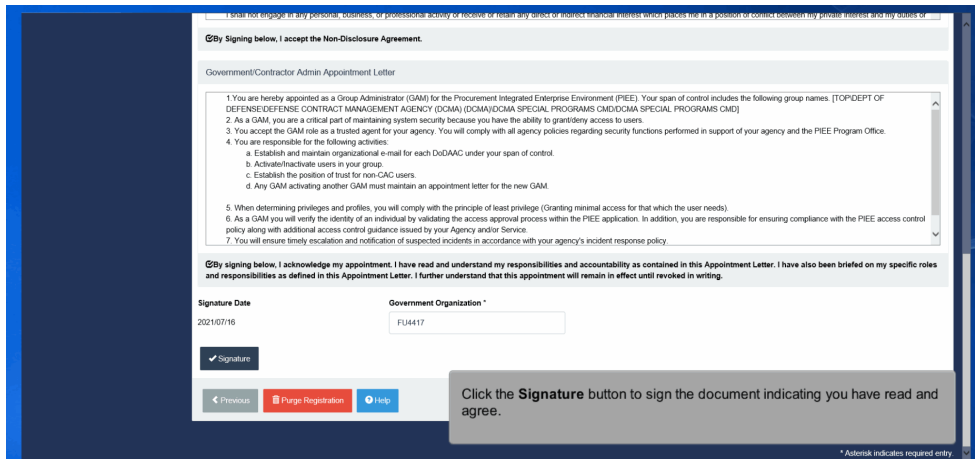
The Agreement page is displayed. Please review the Statement of Accountability Agreement. The Home Organization DoDAAC will be automatically populated in the Government Organization field: PIEESSO-SSOAC-1518 - When self-registering in PEEE the system will populate the 'Government Organization' field on the Statement of Accountability page with the Home Organization Location DoDAAC from the User Profile.

Step 31



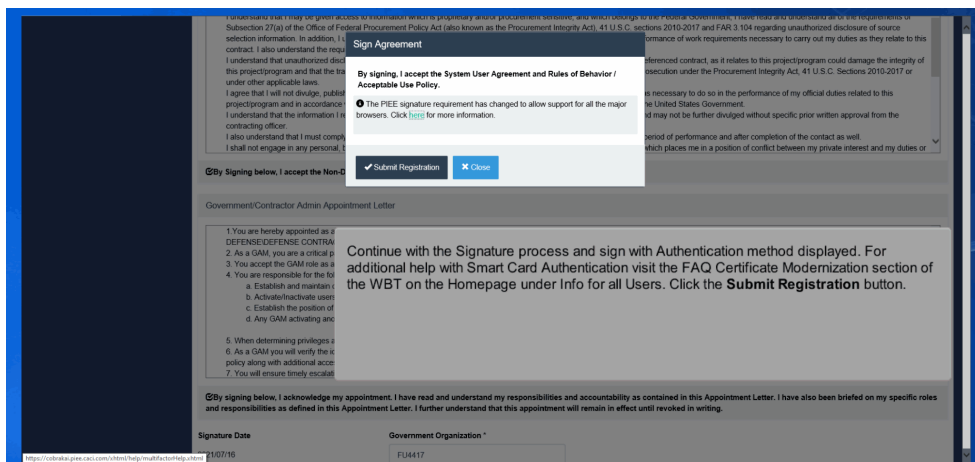
Review all Agreements to continue.

Step 32



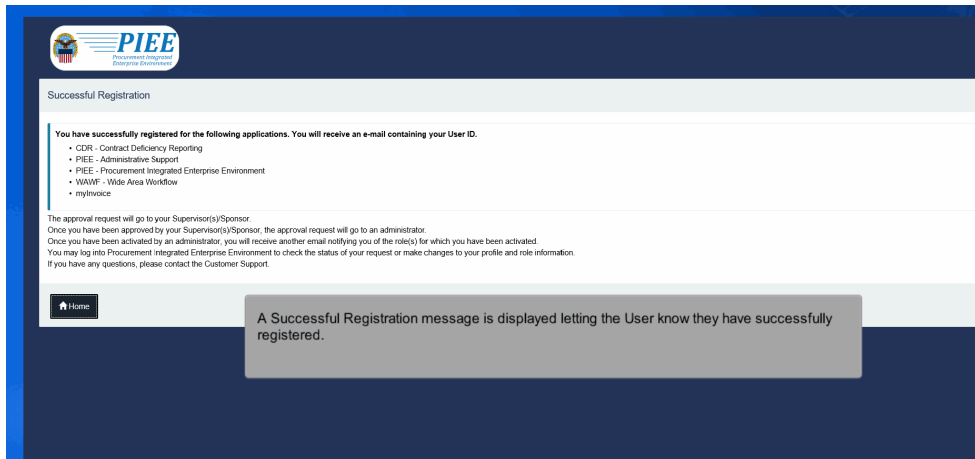
Click the Signature button to sign the document indicating you have read and agree.

Step 33



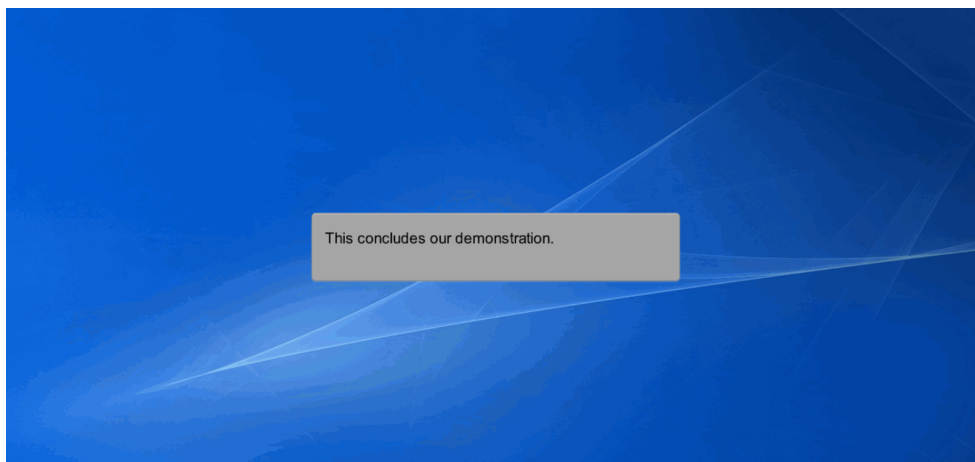
Continue with the Signature process and sign with Authentication method displayed. For additional help with Smart Card Authentication visit the FAQ Certificate Modernization section of the WBT on the Homepage under Info for all Users. Click the Submit Registration button.

Step 34



A Successful Registration message is displayed letting the User know they have successfully registered.

End



This concludes our demonstration.