

INSTRUCTIONS FOR DOWNLOADING THE TIME REGISTRATION APP FOR ANDROID

Step 1: Install the 'Cisco Secure Client' app on your phone, it looks like this:

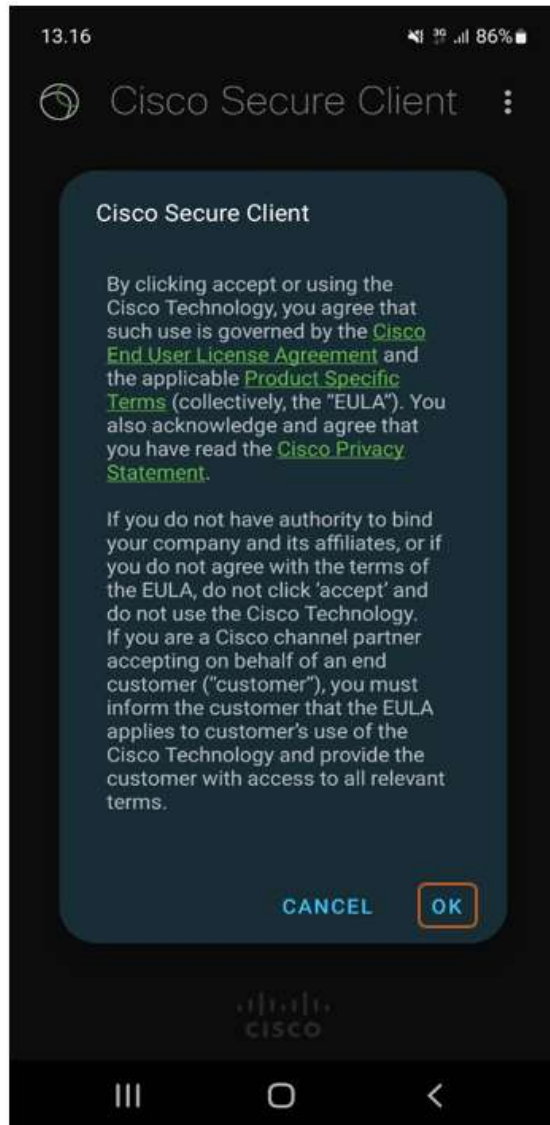


Step 2: Install the 'Oracle HCM Cloud' app on your phone, it looks like this:

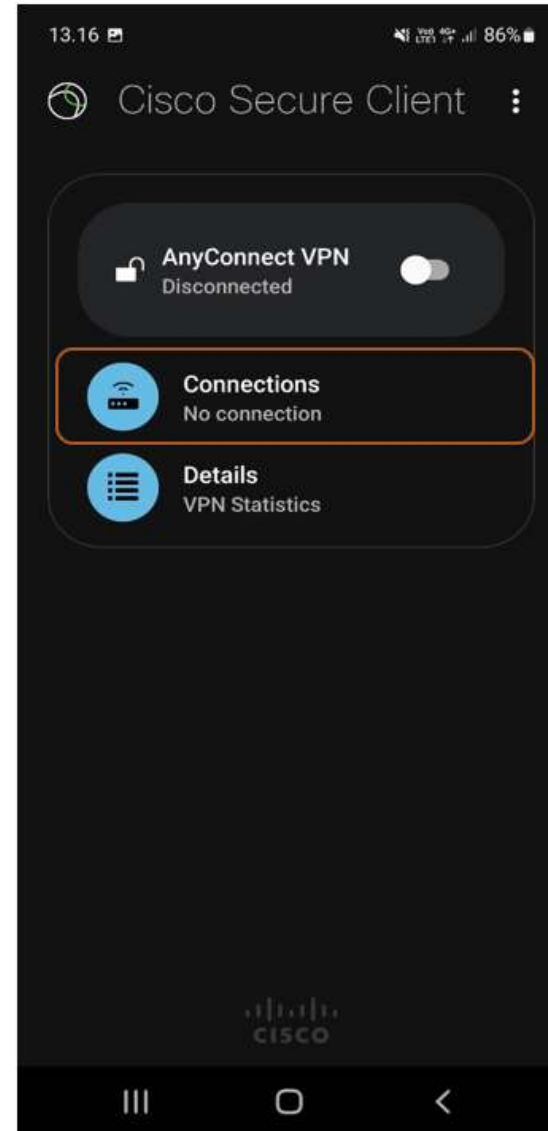


Step 3: Open the Cisco Secure Client app.

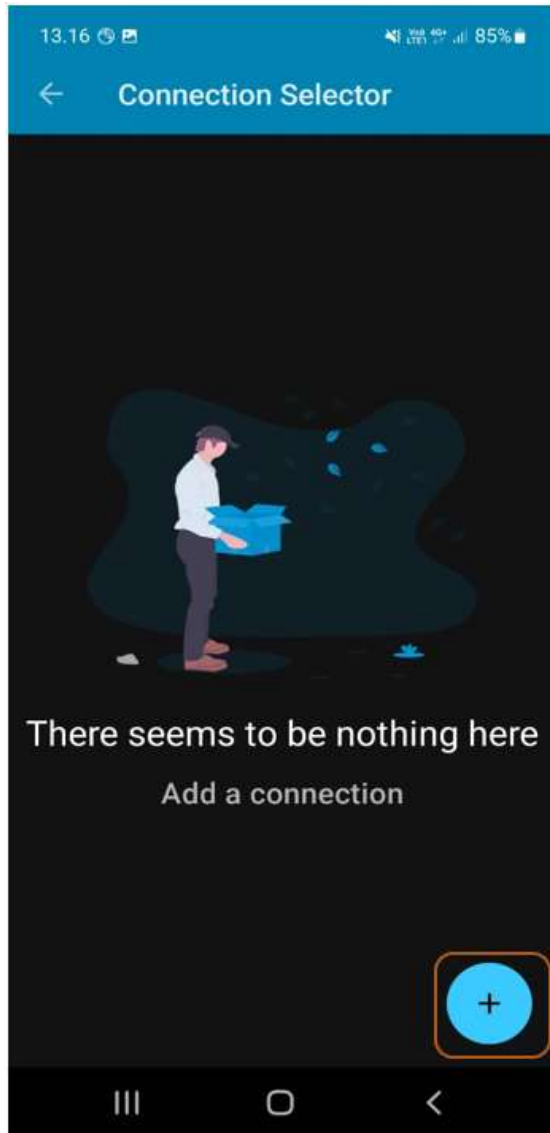
Press 'OK'



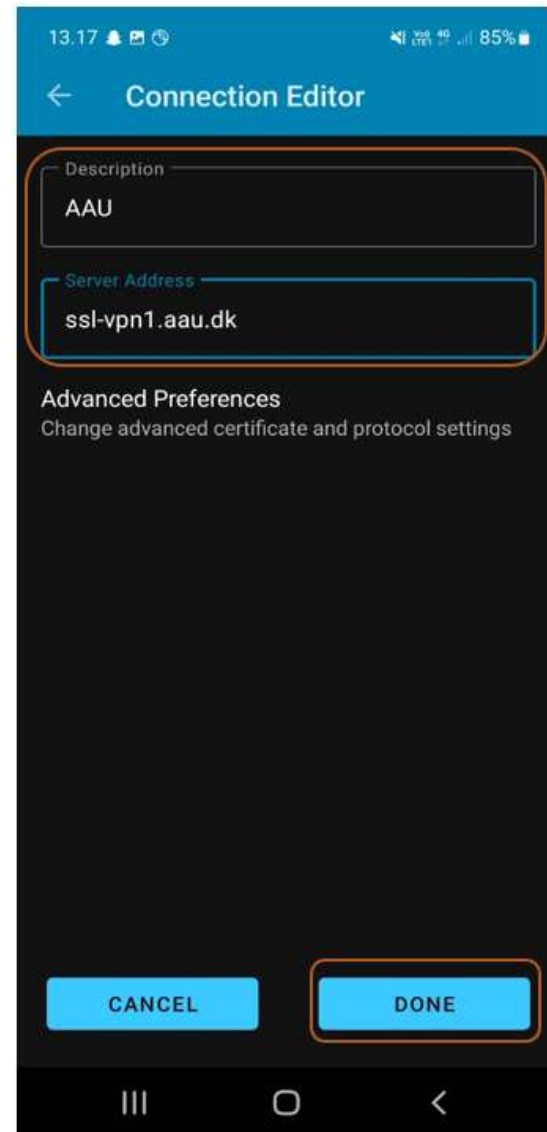
Step 4: Click on 'Connections'



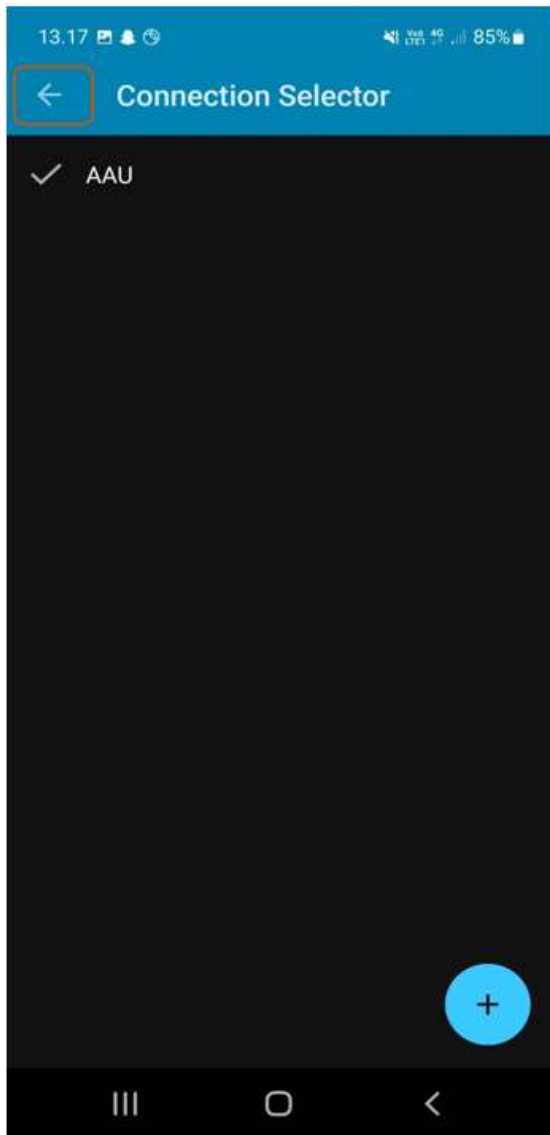
Step 5: Click on the '+' symbol



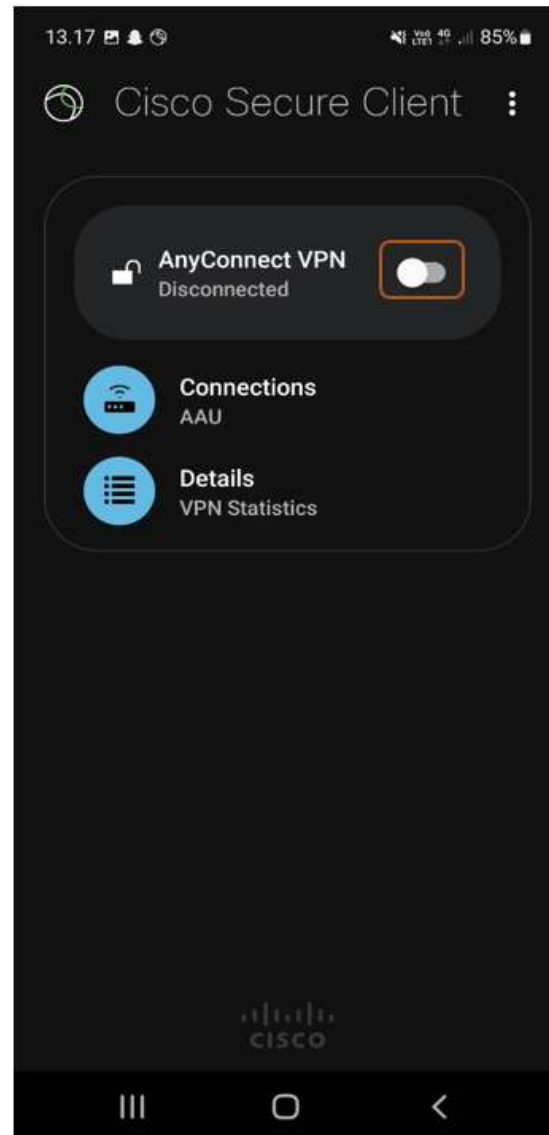
Step 6: For 'Description' write 'AAU'
For 'Server Address' write 'ssl-vpn1.aau.dk'
Press 'Done'



Step 7: Click on the arrow

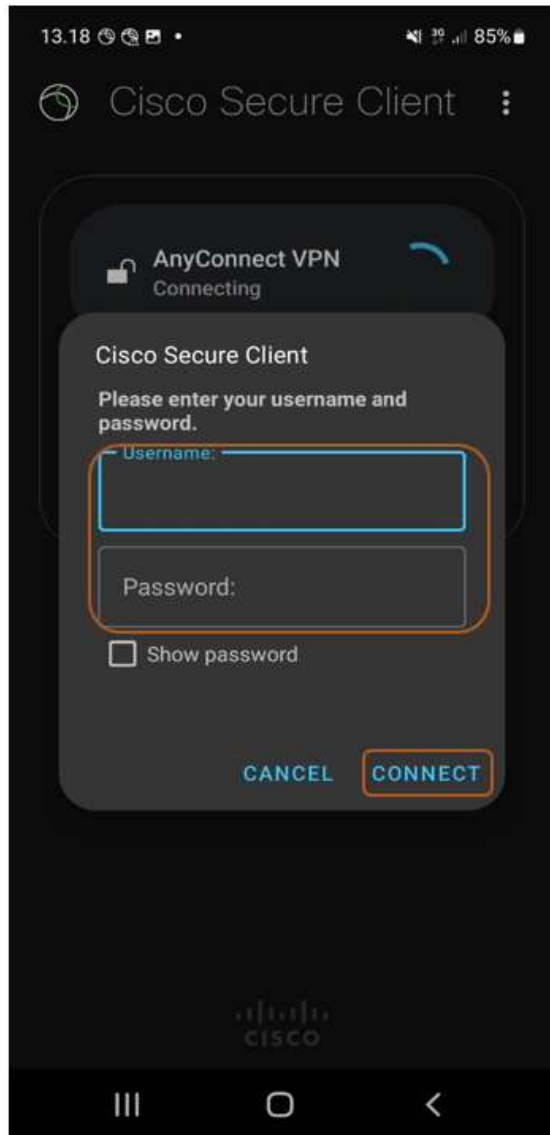


Step 8: Switch the 'AnyConnect VPN' button to right



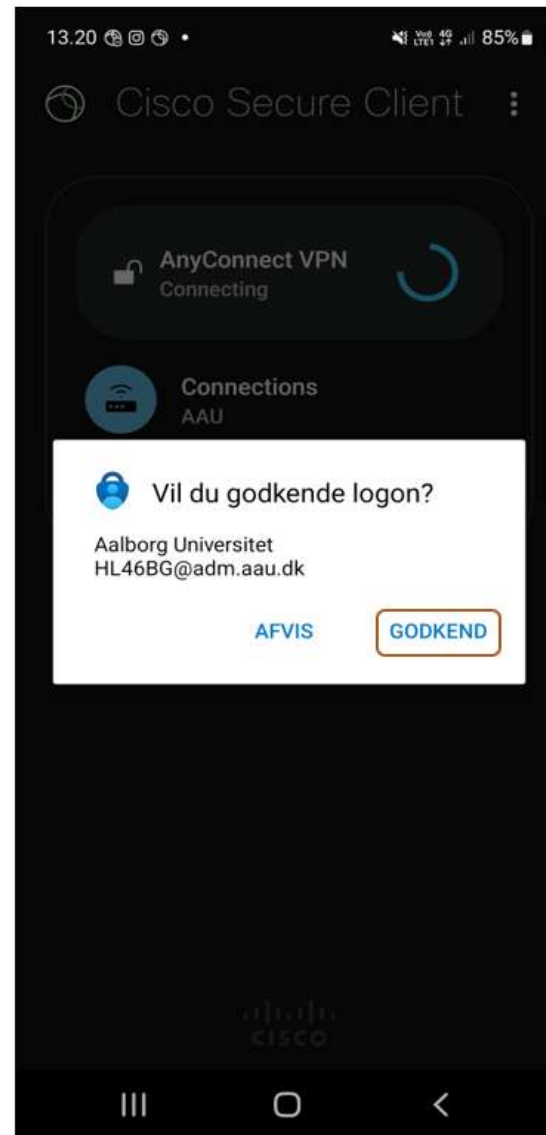
Step 9: Enter your VPN username and password

Press '**Connect**'

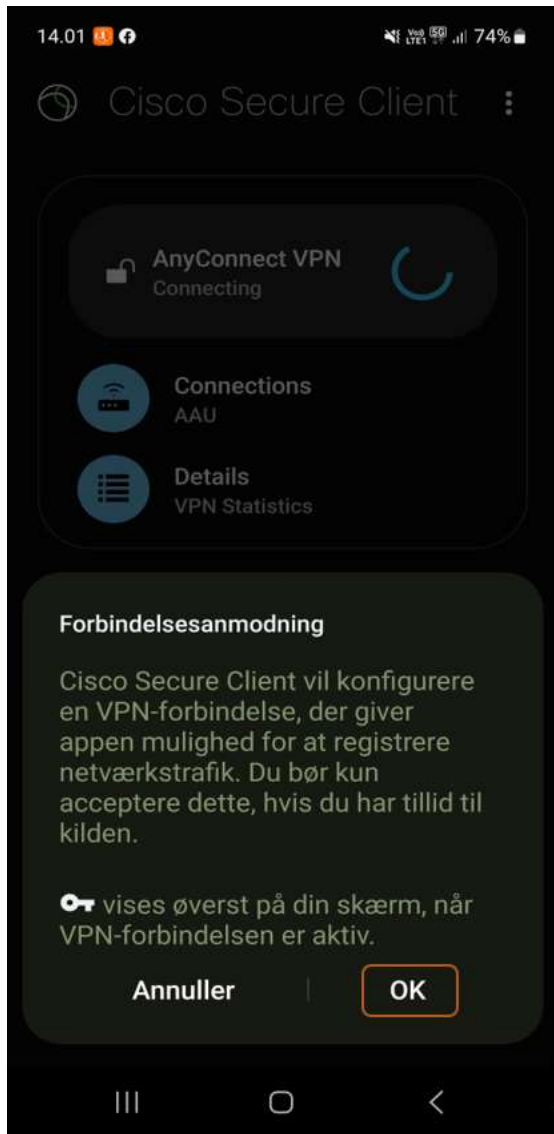


Step 10:

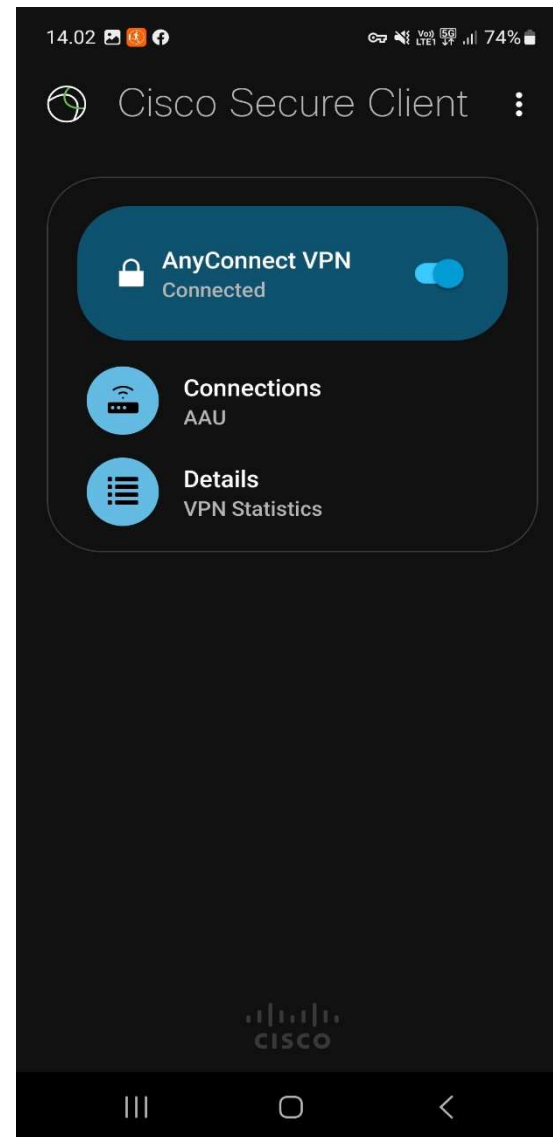
Press '**Approve**'/'**Godkend**'



Step 11: Press 'OK'

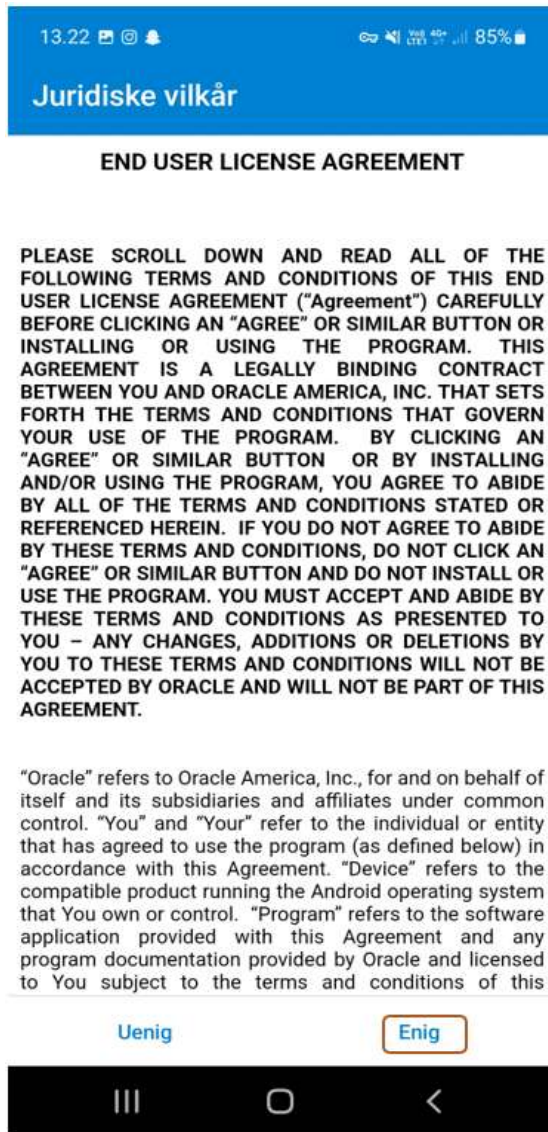


Step 12: Go back to the Cisco app and you are now logged into the VPN.



Step 13: Open the 'Oracle HCM Cloud' app

Press 'Agree'/'Enig'



Step 14: Under 'Enter your environmental information to get started' / 'Indtast dine miljøoplysninger for at komme i gang.'

Enter the following link:

<https://fa-eqtf-saasfaprod1.fa.ocs.oraclecloud.com/>

Then press 'Get started!'/'Kom godt i gang!'



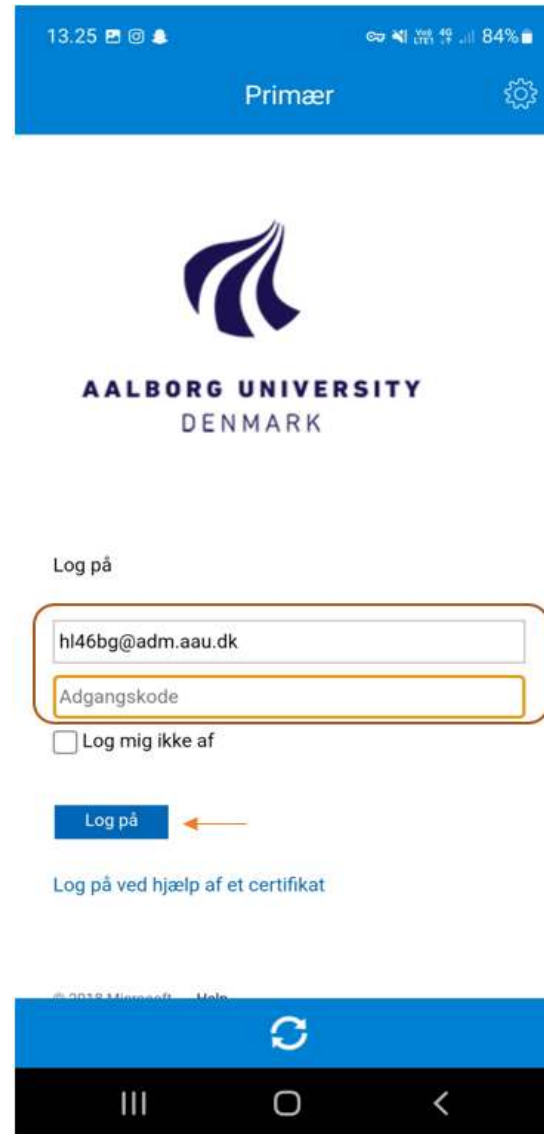
Step 15: Under 'Log on / Log på' enter your emailadress

Press 'Next'/'Næste'

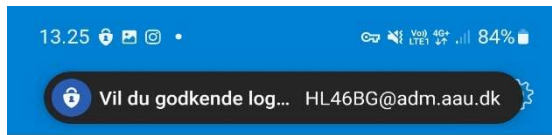


Step 16: Enter your emailadress/AAUID and password

Press 'Log on'/'Log på'



Step 17: Log on with Authenticator



hl46bg@adm.aau.dk

Godkend logonanmodning

Åbn din Microsoft Authenticator-app og godkend anmodningen for at logge på.

Jeg kan ikke bruge min Microsoft Authenticator-app lige nu

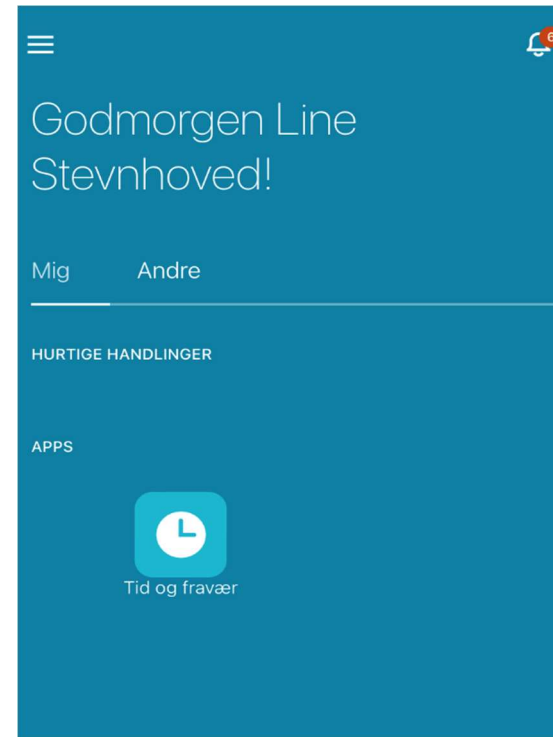
Flere oplysninger

Vilkår for anvendelse

personlige oplysninger og cookies ...



You are now logged into the time registration app, where you can create your timecards (See the instructions for creating a timecard in the time registration app)



CONTACT

If you have any questions, please feel free to contact ITS-support via the service portal: www.serviceportal.aau.dk