
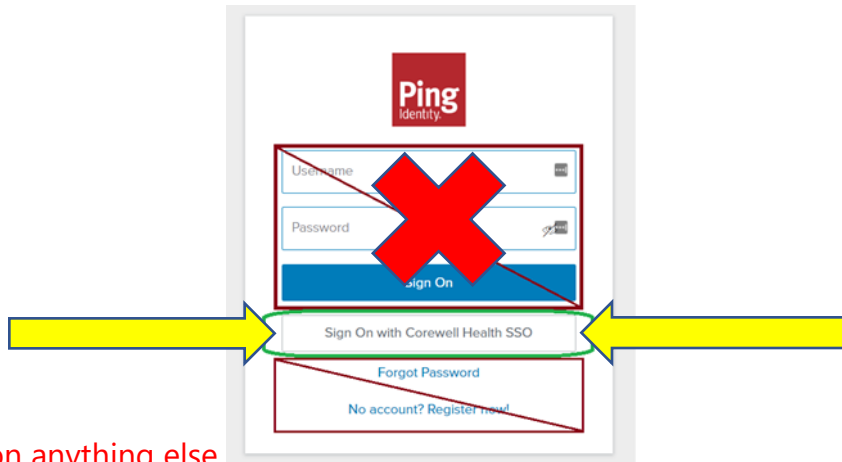


There are two options for Ping Enrollment

1. DEVICE: Step by Step
2. SMS/TEXT: Step by Step

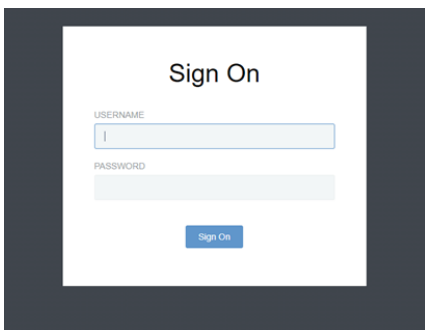
Directions for Ping Enrollment **Device**: Step by Step

1. Before you start this process, you must first create a password for your Beaumont Health ID. Go to Password Self-Service <https://pss.beaumont.org>.
2. Download the PingID app  on your phone/tablet.
3. You must complete the following steps on a desktop or laptop
4. Go to Ping Self-Service portal by clicking on the following link and follow instructions below.
<https://CHMFA.corewellhealth.org>
5. Click on the **Sign On with Corewell Health SSO button.**

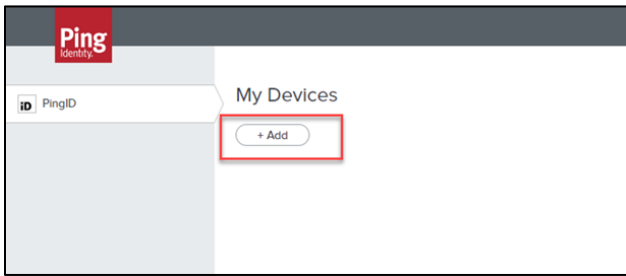


DO NOT Click on anything else

6. Enter your student username and password.
 - o Your Username is your Beaumont Health ID provided to you in your welcome email.
 - o Your password is the new password you created for your Beaumont Health ID

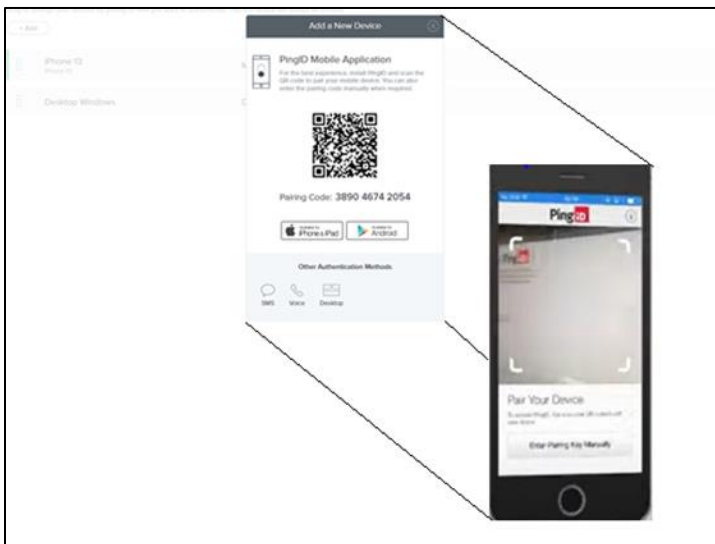
A screenshot of a 'Sign On' form. The form has a title 'Sign On' at the top. Below the title are two input fields: 'USERNAME' and 'PASSWORD'. The USERNAME field contains a single character 'I'. Below the input fields is a blue button labeled 'Sign On'.

7. Click the +Add Button

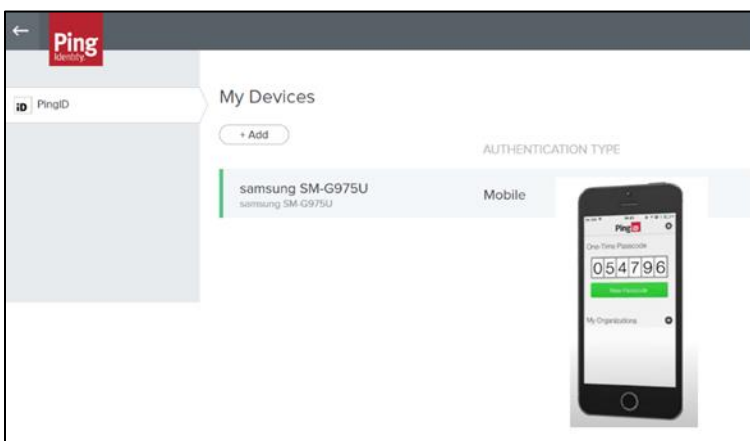


8. On the "Add a New Device" screen, pair your app using options on screen.

- You can scan the QR code with your device camera or choose the *Enter Pairing Key Manually* to enter in the Pairing code displayed on the screen.



- PingID will ask you to create a nickname for your organization, pick whatever name you want.
- Photo is not necessary
- Device has been successfully enrolled to receive PingID!
- One - Time Passcode being displayed on your device is a visual verification of a successful PingID Application install
- Ping Device screen and App Ping screen can be closed.



Directions for Ping Enrollment **SMS/TEXT**: Step by Step

1. Before you start this process, you must first create a password for your Beaumont Health ID. Go to Password Self-Service <https://pss.beaumont.org>.
2. You must complete the following steps on a desktop or laptop
3. Go to Ping Self-Service portal by clicking on the following link and follow instructions below.
<https://CHMFA.corewellhealth.org>
4. Click on the **Sign On with Corewell Health SSO button.**



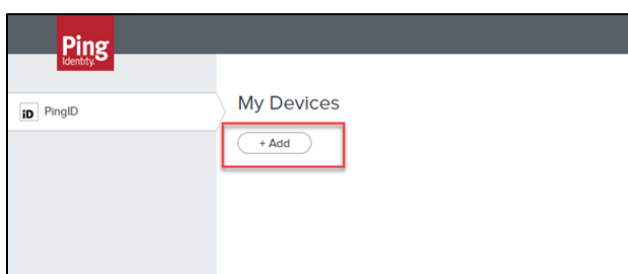
Do Not Click on Anything else!!

5. Enter your student username and password.

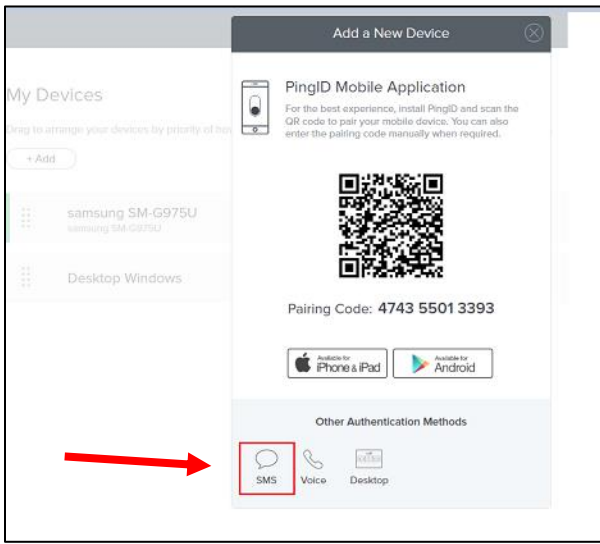
- Your Username is your Beaumont Health ID provided to you in your welcome email.
- Your password is the new password you created for your Beaumont Health ID

The image shows a screenshot of the Ping Identity 'Sign On' page. It features a 'SIGN ON' heading, a 'USERNAME' field, a 'PASSWORD' field, and a 'Sign On' button.

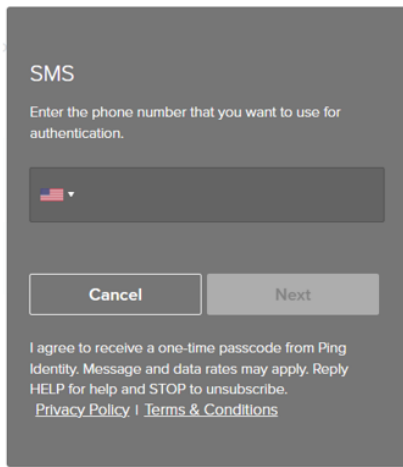
6. Click the +Add Button



7. On the “Add a New Device” window, choose the SMS icon.

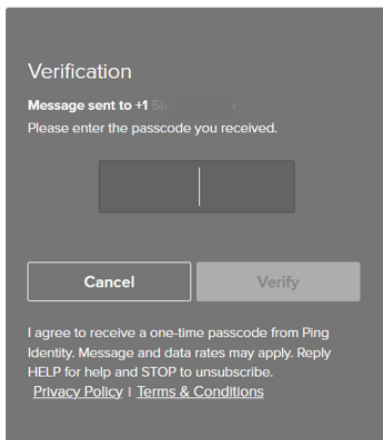


8. Ping will require a phone number to send SMS/TEXT messages. Enter the phone number that will receive the PingID authentication messages.

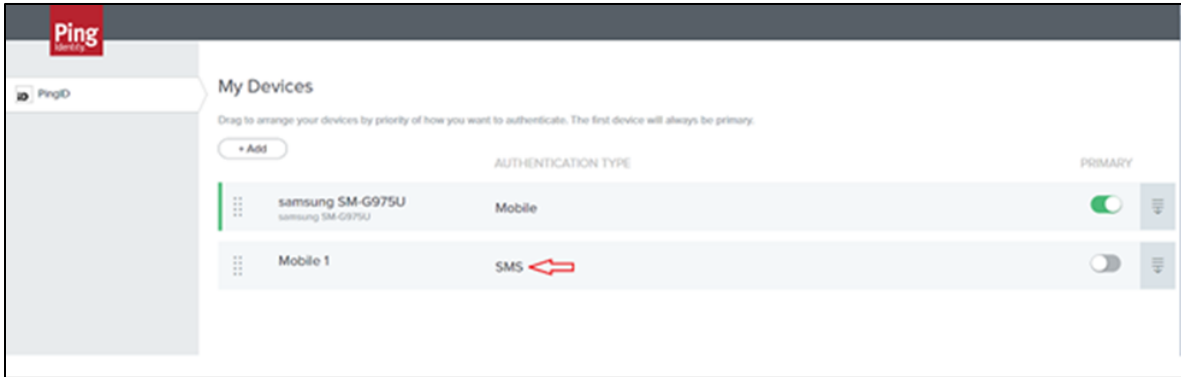


9. A SMS/TEXT message containing an enrollment code will be sent to the phone number entered in step 8.

10. Use the SMS/Text received PINGID authentication code to continue your enrollment.



11. SMS/TEXT enrollment has been successfully completed



If you have any issues with accessing Ping authentication, please contact ServiceNow (888) 481-2448