MTPlants Okta Migration - Sign-in Overview

This information is specific to the experience an "existing" customer will have following having been migrated from ePass to Okta. A NEW MTPlants user, will create their own Okta account, answering similar questions, though, the Welcome email captured below will only apply to a user who had been migrated from ePass (users that existed in the system prior to 5/13/22).

On 5/13/22, ePass users were migrated into the new Okta system, and will have received an email similar to the one below.

| rom: Okta < <u>noreply@okta.com</u> > ent: Friday, May 13, 2022 9:17 AM o:@outlook.com <@outlook.com> ubject: Welcome to Okta! | | | | | |
|---|---|--|--|--|--|
| | | | | | |
| | Welcome! | | | | |
| | Ні Кау, | | | | |
| | Your organization is using Okta to manage their web applications. This means you can conveniently access all the applications you normally use, through a single, secure home page. Watch this <u>short</u> <u>video [okta.com]</u> to learn more. | | | | |
| | Activate Okta Account [okta.loginmt.com] (this link expires in 7 days) | | | | |
| | Your Username: <u>@outlook.com</u> Sign-in Page: <u>https://login.mt.gov</u> | | | | |
| | | | | | |
| | Need help? We're here, ready to help. [okta.loginmt.com] | | | | |
| | This is an automatically generated message from <u>Okta [okta.com]</u> . Replies are not monitored or answered. | | | | |

Once the user clicks on the button in the email "Activate Okta Account (okta.loginmt.com)", it will open a web page, presenting the following:

| | Welcome to mtgov, Kay! Create your mtgov account |
|---|--|
| 0 | Enter new password |
| | Password requirements: • At least 8 characters • A lowercase letter • An uppercase letter • A number • No parts of your username • Your password cannot be any of your last 4 passwords Repeat new password |
| 0 | Choose a forgot password question What is the food you least liked as a child? |
| | Click a picture to choose a security image Your security image gives you additional assurance that you are logging into Okta, and not a fraudulent website. |
| | |
| | |
| | Create My Account |

Once the customer has entered their information and clicks on "Create My Account", it will present the Okta page, showing applications available to Okta users (similar to ePass, but will present the applications as tiles, instead of links).



The customer will then click on the "AGR-MT Plants" application tile, which will bring them here:

| | Programs | Ducfile | 1 | FAC | and the second second | Olthe Home |
|--|-----------------------------------|--|------------------|-------------------------|-----------------------|-------------|
| ome | | Profile | ₩₩Cart | FAQ | Logout | Okta Home |
| | | | Your Progra | am | | |
| | | | Account Summ | nary | | |
| | | | | | | |
| Determine 1 and | an jad peruk i | OF OK AND ADDRESS 1 1840 | where present of | rental, Kariako Olig, H | 40-94130 FL 4 | 00-646-6213 |
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| Status: Issue Date: | : | 12/28/2021 | | | | |
| Status: Issue Date: Expire Date | 2 | 12/28/2021 12/31/2022 | | | | |
| Status: Issue Date: Expire Date Original Eff | e: ective Date: | 12/28/2021 12/31/2022 02/05/2009 | | | | |
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| Status: Issue Date: Expire Date Original Eff License Des Reports: Lic | ective Date: signate: | 12/28/2021 12/31/2022 02/05/2009 | | | | |

Once a user has an established Okta account, similar to ePass, they can access MTPlants in two ways....

1.) Log into Okta first using: <u>https://mtgov.okta.com</u> then select the MTPlants application tile

| | MONTANA.GOV |
|---------------------|---|
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| | SIGN IN |
| Usernar | ne |
| State Er usernan | nployees use your state network ne, all others use email address |
| Pleas | e enter a username |
| Passwo | rd |
| | |
| 🗌 Rem | ember me |
| | Sign In |
| Need he | lp signing in? |
| Don't ha | ave an account? Sign up |
| | |

OR

2.) Go directly to mtplants.mt.gov.

