Single Sign-On (SSO)

Atlas uses the AHA's SSO protocol. This protocol is used throughout all AHA web pages, allowing a user to use the same Login ID/Password combination for all sites that require authentication.

- AHA Instructor Network (IN) users who were registered and confirmed prior to Atlas migration (May 31, 2023) already have an SSO using their previous IN Login ID/Password combination.
- A new user creates their SSO profile when they Login/Sign Up for the first time.

1. Getting Started - Sign in (user was active on the AHA Instructor Network)

All users (i.e., TCC/TCA/TCS/Instructor) who had an active account on the AHA Instructor Network will have their information migrated to Atlas. These users will first need to activate/register their account on Atlas using their AHA Instructor Network credentials (username and password), complete some additional information, and then verify their information is correct.

- 1.1. ACTIVATE/REGISTER account.
 - Navigate to the Atlas application at <u>https://atlas.heart.org</u> to sign in.
 - Click on the Sign in/Sign up button, located in the top right corner of the homepage (Figure 1).



Figure 1

• Users will be directed to the Sign in or Create an Account page (Figure 2).

American Heart Association.			Get Involved 🗸
	Sign In or Create an Account indicates a required field Sign In Username / Email:	Or sign in with your social accounts:	
	Password: Forgot Password ?	Twitter 👫 Microsoft Y Yahoo	
	Remember me Sign In New User ? Create an account		

Figure 2

Job Aid: First-Time Login to Atlas

- Users who had an active AHA Instructor Network account will use their AHA Instructor Network login/password combination to sign in.
- Note: If users enter an invalid Username/Email & Password combination, an error message will display on the page (Figure 3)
 - After 5 unsuccessful attempts, the account will be locked for 5 minutes.
 - Users may use the Forgot Password? selection to be prompted to create a new password.

After 5 unsuccessful login attempts,	your account will be locked for 5 minutes.
' indicates a required field Sign In Username / Email:"	Or sign in with your social accounts:
ksujesh54@gmail.com Password:	G Google f Login in, Linkedm

Figure 3

1.2. Additional Information

Once signed in, AHA Instructor Network users will be prompted to provide additional information. Pop-ups will direct users to select the following:

- Choose your country of lawful residence (mandatory field)
 - Select the country where you currently live from the options provided in the dropdown menu (Figure 4)

hoose your country of lawful residence	
indicates a required field	
ountry of Lawful Residence (Where you currently live)):
USA	~
Remember the country where I am located next time I I (you can learn more by visiting <u>AHA's Privacy Policy</u>).	og-in
Continue	

Figure 4

- You have the option of checking the box next to the statement "Remember the country where I am located next time I log in" or
- Selecting Continue without checking the box. Not checking the box results in having to manually select the country of residence during each subsequent login.
- The Additional Information selection (mandatory fields) requires users select the following *mandatory* fields.
 Preferred Language (Figure 5)
 - Time Zone (Figure 5)
 - Notification Preferences (Figure 5)
 - Subscription Preferences (Figure 5)
 - Acceptance of Terms and Conditions You must acknowledge the Terms and Conditions by checking the box next to the "I have read and understood the Terms and Conditions" statement and then selecting Submit (Figure 6)

ด์	Additional Information	English 🗸
	Communication Preference	θ , 🛉
	Preferred Language *	
	English x v	
Home / User Mana	Location Preference	
	Country* Time Zone *	
My Account	India 🗙 🗸 Asia/Kolkata (UTC 🗙 🗸	
	Notification Preferences *	Manul Edit N
Lashboard	✓ Email	view Edit >
User Profile	Subscription	
My Classes	Send me Communication about AHA training	



User Profile	Terms and Conditions *
My Classes	I have read and understood the <u>Terms and Conditions</u> Cancel and Logout Submit

Figure 6

- Complete Your Registration
 - Mobile Number is optional and may be skipped.
 - If users would like to provide their mobile number, they may type it into the text box and select **Save Changes** to close the pop-up (Figure 7)

	Complete Your Registration	
	Keep your contact number current so we can verify your account and keep it safe.	l
	* indicates a required field	
	Mobile Number:	
5	By entering your mobile number, you agree to receive a text message from the American Heart Association to reset your AHA password. Standard call, messaging or data rates may apply. Table 7155577775	
[Save Changes Skip	



- o If Skip is selected, the system will display an additional Confirm Skip pop-up with 3 options:
 - Close
 - Don't Ask Again
 - Skip for Now
 - or "X" in the top right corner of the pop-up to close the dialog box.
- 1.3. The Atlas registration process has been successfully completed and you will automatically be redirected to your Atlas Dashboard (Figure 8).

Ģ			English 🗸
Find A Class Classes V Training Res	iources 🗸 Help and Support 🗸		
Home / User Management /	My Account		
My Account	My Classes	User Profile	View Edit >
22 Dashboard	You havent taken any classes currenity. You can always		Sujesh K S
User Profile	Find the Class >		sujesh.ks@laerdal.com
My Classes			
Proof Of Completion			

Figure 8