iSupplier Portal: Multi-Factor Authentication and One-Time Passcodes
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1 Multi-Factor Authentication and One-Time Passcodes

1.1 Second Factor Authentication

1. You will need to obtain a One-Time Pass-Code (OTP) at each login. This is an added security feature and cannot be bypassed.

2. If you provided a mobile number while completing registration, you will have the choice of receiving your OTP via SMS (text message). If you did not provide a mobile number, you can receive your OTP via email. You can also download the Microsoft Authenticator app on your cell phone to use the Soft Token. Once you have chosen the One-Time-Password Option and clicked “click here to get the One-Time-Pass-Code, how to, a confirmation will appear.

Note: Please be patient as OTP’s may take a few minutes to send. If you send the OTP more than once, be sure to use the most recent passcode.
3. After a few minutes, you should receive your **OTP**. Enter the 6-digit number and push the **Sign In** button.

![Bechtel Partner Access](image)

**Note**: If you enter the wrong OTP, you will need to re-request a new passcode. You cannot re-key the same one-time passcode.

### 1.2 Add Google Authenticator for Multi-Factor Authentication

Google Authenticator is another way to get a second factor authentication. If you have a smart phone, we **highly recommend** this authentication method since it has less chance of error and delay than the previous methods. If you experience a problem getting a token code via one means (SMS or email), you should try Google Authenticator. We encourage you to setup Google Authenticator on your mobile device to avoid reliance on SMS or email delivered token codes. You must wait until **after** you have registered and logged in once to set up Google Authenticator.

1. Logon to the [iSupplier Portal](https://supplier.becpsn.com/) using the link: [https://supplier.becpsn.com/](https://supplier.becpsn.com/)

2. To use your mobile phone for one-time password, select **Register New Device** under the **Multifactor Device Options**.
Note: If you do not land on this page after logging in, please log out and log back in. If you continue to have troubles, contact the IS&T Service Center at istsc@Bechtel.com.

3. Read the instructions and click the **Next** button to continue.
4. Select type of device, title the device, and enter the OTP (received via email) then click **Next** to continue.

5. Download the “Google Authenticator” application on your mobile device and follow the instructions provided to configure Google Authenticator on your device. Click the **Next** button to continue.
6. A screen will appear confirming your Multi-Factor Soft Device/Token Device has been successfully activated. Click the Finish button to complete the process.

![Multi-Factor Soft Device/Token Device Activation](image)

1.3 One-Time-Passcode Device Management

You can manage your devices used for OTP retrieval once you are logged in. In order to remove an existing device, you will first need to obtain a new OTP.

1. To delete an existing device, click Manage Device/Token on the left side of the page

![Manage Device/Token](image)
2. Send the OTP via email

3. Enter the OTP and click the trash can icon next to the device you wish to delete

4. You will receive a confirmation message when the device is successfully deleted
2 Support

2.1 Contact Information

For all login and One-Time-Password issues, please contact the IS&T Service Center at istsc@Bechtel.com.

You can find additional IS&T Service Center contact information by clicking the green “Click here for Help” button seen on the login page.

Click here for Help

Clicking this button will open a new window with the support contact information.

Support Contact

Remember Me

International: +1-571-392-6767
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E-Mail: ISTSC@Bechtel.com

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