Effective June 15, 2017

#### Table of Contents

Accessing a partner site directly	. 1
Steps for retrieving a forgotten password or resetting password	. 3
Plant Portal Access/Plant Worker Access	. 6

## Accessing a partner site directly

**Step 1:** At Blue Microsoft Login screen, enter your full email address (without "@jcipartners.com" and hit Enter or Tab on your keyboard.



Step 2: At the next screen, enter your password.



Effective June 15, 2017

Sign in to your Micro ×	
← → C A Microsoft Corporation [US	]] https://login.live.com/login.srf?wa=wsignin1.0&wtrealm=urn%3afederation%3aMicrosoftOnline 😭 🗮
	1 🗥 🕸 <mark>-</mark> 6 6 b
	Enter password
	Enter the password for suncicad11@outlook.com
	Password
	Keep me signed in
	Sign in
	Forgot my password
	Terms of Use Privacy & Cookies Microsoft
	٥

If you cannot remember your partner account Password, or if you would like to reset your password, see section below on Steps for retrieving a forgotten password or resetting password.

**Step 3:** You are taken directly to the Partner site's Home Page

→ C 🖀 https://pai	rtners.jci.com/sites/20173167564674/SitePages/Home.aspx	<b>家</b> な (空)
Office 365		🌲 🔅 ? Suncica Dikic B2B
ROWSE PAGE		🖓 SHARE 💉 EDIT
s	B2B Test Site B2B Test Site	Search this site 🔹 🖉
iome lotebook ocuments ages	This partner site has been migrated to testing with your Azure B2B accounts. still have access to this site.	Azure B2B authentication. You can Please note that the ADLDS B2B acc
TestDocumentLibrary te contents	Start a conversation	Sales Agent site links to external tools These links are on pages accessible by Sales Equip
	Suncica Dikic B2B Test Login experience with new Azure account	and certain SSNA empioyees with sharevoint Visit The Agents are members of the Identity Mgmt gro- Agents." To test these links, use an external accour such as IBS may need an account set up for you by Business Analyst (RBA). The Agent portal is https://partners.jci.com/sites/252014133558.
	time € Harden Annotementation Harden Annotementatio	The DOAS website     Download 17.01 Full Install (VORKworks)     UPGnet     Web Select     IBS - Interactive Business System     Baltimore Parts Center (HVAC Navigator)     RPM Sales Analytics, OpenGlobe     Learning Network



Effective June 15, 2017

### Steps for retrieving a forgotten password or resetting password

🚽 📲 Sign in to your Micro 🗙	
← → C 🔒 Microsoft Corporati	ion [US] https://login.live.com/login.srf?wa=wsignin1.0&wtrealm=urn%3afederation%3aMicrosoftOnline ☆]
	1 🚓 🕸 📕 🏟 S 🕨
	Enter password
	Enter the password for suncicad11@outlook.com
	Password
	Keep me signed in
	Sign in
	2a Forgot my password
	Terms of Use Privacy & Cookies Microsoft

**Step 1:** Click on "Forgot my password" link located below the Sign in button.

**Step 2:** Select the "I forgot my password" radio button and click on the Next button.

S / Why are you having I ×	
🗲 🔿 🕻 🖀 https://account.live.com/ResetPassword.aspx?wreply=https://login.live.com/login.srf%3fmkt%3dEN-US%26wa%3dwsigni	n1☆ ≣
() 🗥 🕸 <mark>–</mark> 🌣 S 🕨	
Why can't you sign in?	
<ul> <li>I forgot my password</li> </ul>	
<ul> <li>I know my password, but can't sign in</li> </ul>	
<ul> <li>I think someone else is using my Microsoft account</li> </ul>	
Cancel Next	
Terms of Use Privacy & Cookies Sign in Microsoft	



Effective June 15, 2017

**Step 3:** Follow the instructions to enter you email address and security info and click on the Next button.

Recover your accoun ×	_ <b>D</b> _ X
← → C 🔒 https://account.live.com/ResetPassword.aspx?wreply=https://login.live.com/login.srf%3fmkt%3dEN-US%26wa%3dv	vsignin1☆ 🔳
1 🗥 🕸 📕 🎯 🕞 🕨	<u>^</u>
Recover your account	
We can help you reset your password and security info. First, enter your Microsoft account and follow the instructions below.	
suncicad11@outlook.com	
RVIG New Audio	
RVLG	
Cancel Next	
Terms of Use Privacy & Cookies Sign in Microsoft	
	-

**Step 4:** Select the desired way to receive your security code and then click on the Next button. What you see as options will depend on how you set up your account security upon account creation.

😪 👫 We need to verify yo 🗴 🔲	
← → C Attps://account.live.com/passwor	d/reset?wreply=https://login.live.com/login.srf%3fmkt%3dEN-US%26wa%3dwsignin1.0%2 ☆ 🗮
	1 🗠 🕸 🗧 🌢 🖏 b
	We need to verify your identity
	How would you like to get your security code?
6	] Email su****®yahoo.com
0	) Text *******92
	Call ******92
(	I don't have any of these
	Cancel Next
	Terms of Use Privacy & Cookies Sign in Microsoft



Effective June 15, 2017

😓 / 🖶 w	e need to verify yo ×
← → C	🔒 https://account.live.com/password/reset?wreply=https://login.live.com/login.srf%3fmkt%3dEN-US%26wa%3dwsignin1.0%2 🟠
	I 🦀 🕸 📕 🏟 🕞 🕨
	We need to verify your
	identity
	How would you like to get your security code?
	Email su*****@yahoo.com
	To verify that this is your email address, complete the hidden part and click "Send code" to receive your code.
	@yahoo.com
	Text *******92
	Call ******92
	<ul> <li>I don't have any of these</li> </ul>
	I have a code
	Cancel Send code

**Step 5:** Follow the steps for verify your information and click on Send code button.

**Step 6:** Enter the code you received and click on the Next button.

😪 / 👫 We need to	o verify yo ×
$\leftarrow \Rightarrow \mathbf{C}$ https	s://account.live.com/password/reset?wreply=https://login.live.com/login.srf%3fmkt%3dEN-US%26wa%3dwsignin1.0%z 🏠
	0 🛥 💷 📑 🎯 🖻 🕨 Verify your identity
	If suncica.dukic@yahoo.com matches the email address on your account, we'll send you a code.
	Enter the code
	Use a different verification option
	Cancel Next
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Effective June 15, 2017

**Step 7:** Set up your new password and click on the Next button. This step completes your password reset process.

Reset your password ×	
← → C 🔒 https://account.live.com/pass	word/reset?wreply=https://login.live.com/login.srf%3fmkt%3dEN-US%26wa%3dwsignin1.0%2 ☆ 🗎
	0 🗠 🕸 📙 û û b
	Reset your password
	New password
	8-character minimum; case sensitive
	Reenter password
	Cancel Next
	Terms of Use Privacy & Cookies Sign in Microsoft

#### Plant Portal Access/Plant Worker Access

All JCI employees (knowledge workers or Plant employees) accessing the Plant Portal within a JCI facility will need to be logged into the machine using their own credentials (global id and password).

The link to the Plant Portal is: https://partners.jci.com/sites/plantportal

The following are the Instructions to access the site:

- 1. Open Google Chrome
- 2. Go to www.johnsoncontrols.com
- 3. Locate the "Employees" section and click "Plant worker portal for employees at production/manufacturing facilities" to be taken directly to the HR Atlas portal
- 4. Lastly, please click "HR Atlas" and access will be granted.

As a back-up to view pay slips, U.S. employees can log in directly to ADP: <u>https://ipay.adp.com</u>

