



ENB Oracle Supplier Portal: Understanding the Oracle Home Page

Quick Reference Guide

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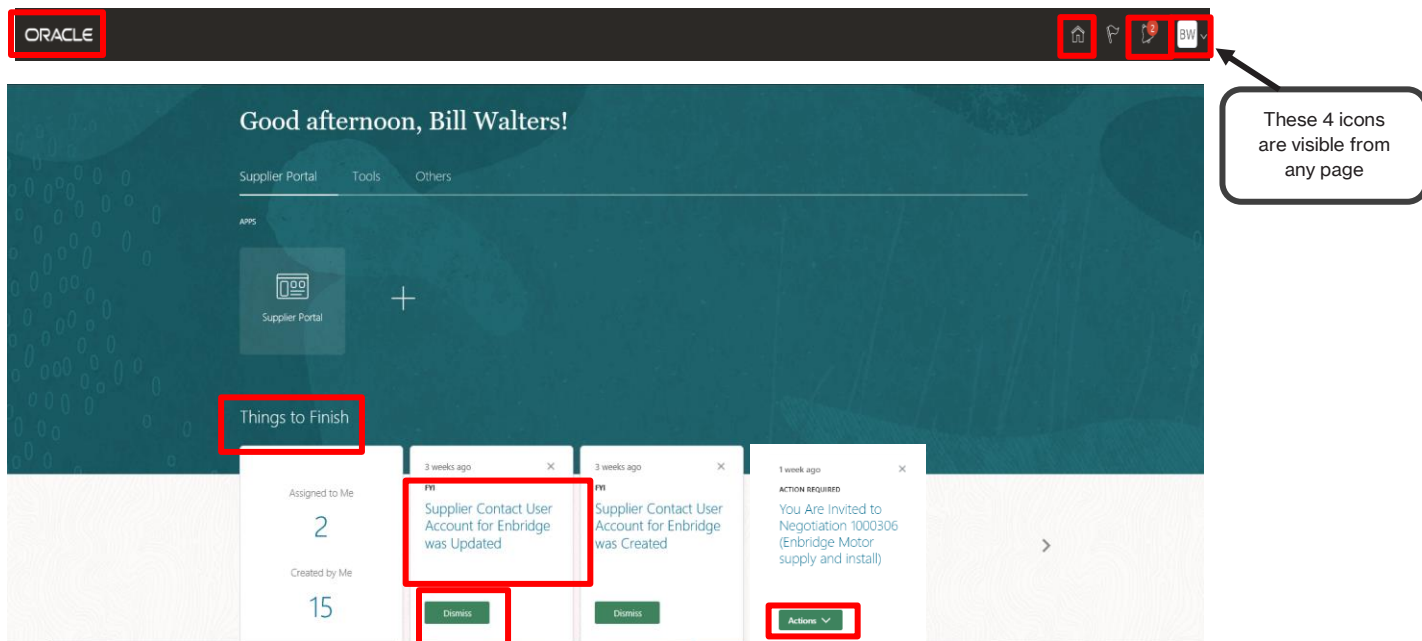
Understanding the Oracle Home Page

Purpose	This learning guide helps familiarize you with the Oracle Supplier Portal home page.
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Home Page

1. After logging onto the Oracle Supplier Portal through the Okta single sign-on page (<https://enbridgesuppliers.okta.com/>), you will see your **Oracle Home Page**.

★ For assistance with the sign in process, please refer to the available training in the **Okta Sign In** learning guide.



Notice the **Oracle** logo in the top left corner of the **Home Page** as well as the **Home** icon in the top right. If you are on any other page and would like to return to this **Home Page**, click the **Oracle** logo or the **Home** icon.

The **Bell** icon in the top corner, will alert you to recent notifications on your account.

The **Things to Finish** section will show notifications waiting for your review. Some notifications are view-only, while others require action. To view notifications, click the **linked subject text** to open the Notification Details page. To remove a notification from this section, click the **Dismiss** button. Click on the **Actions** button to select an action from this screen.

The **Setting & Actions** menu is accessed through the drop down arrow next to your initials in the top right corner. This is where you can personalize your account through preferences and access help resources. Additional preference support is offered in the **Managing Supplier Preferences** learning guide.