

Guideline for ComAp cloud identity registration and its linkage with WebSupervisor account

ComAp cloud identity (CCI) is standalone ComAp service that provides a single account for all existing and upcoming ComAp cloud services. WebSupervisor is the first service connected with the ComAp cloud identity.

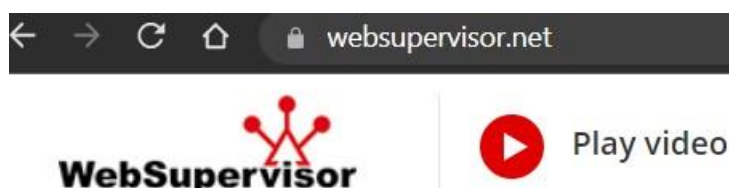
CCI also extends our customer's security and provides the multifactor authentication (MFA). Using MFA takes the login into applications to the next level of security.

Attention:

Each user and sub-user of WebSupervisor has to register own account in CCI and link this account with his account in WebSupervisor. Each WSV account can be linked to one ComAp cloud identity account only. In case more users use the same Websupervisor account/subaccount, it is necessary to create a new WSV subaccount for each person individually first and then link it with CCI account.

► Step 1

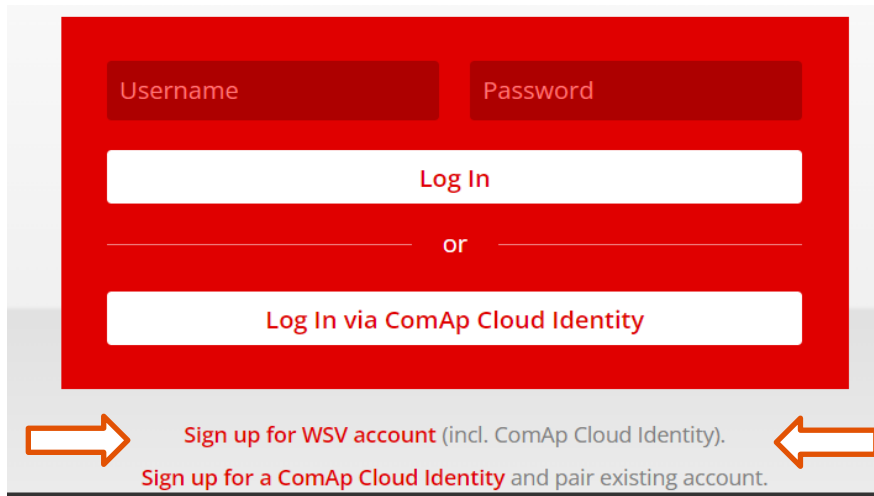
Go to WebSupervisor web page: <https://www.websupervisor.net/> . Users from Australia or Oceania are advised to use <https://aus.websupervisor.net/>.



► Step 2

- Sign up for a ComAp Cloud Identity (CCI).
 - In case you have already an existing account in WebSupervisor (WSV), select *"Sign up for ComAp cloud identity and pair an existing account"*

- In case you do not have any WSV account already registered, select “*Sign up for WSV account including ComAp cloud identity*”



The image shows a login and registration interface. A red box highlights the login section, which includes fields for 'Username' and 'Password', a 'Log In' button, and a link 'Log In via ComAp Cloud Identity'. Below this, two orange arrows point to the registration options: 'Sign up for WSV account (incl. ComAp Cloud Identity)' and 'Sign up for a ComAp Cloud Identity and pair existing account'.

► Step 3

- Enter your email and click on “*Send verification code*”

× Close



Verification is necessary. Please click Send button.

wscloudtest@gmail.com

Send verification code


New Password

Confirm New Password


Important: Do not share your password with anyone or store it in an insecure manner.

Save

- Check your email box and insert a verification code to confirm your email address



× Close



Verification code has been sent to your inbox. Please copy it to the input box below.

wscloudtest@gmail.com

Verification code

Verify code Send new code


New Password

Confirm New Password

Important: Do not share your password with anyone or store it in an insecure manner.

- Enter your password and click “Save”

× Close



E-mail address verified. You can now continue.

wscloudtest@gmail.com

Change e-mail

.....


.....|

Important: Do not share your password with anyone or store it in an insecure manner.


Save

► Step 4

- Fill in the basic information



ComAp Cloud



ComAp Cloud

Your country

Legal notice
By using ComAp Cloud Identity and ComAp Services, you are agreeing to Terms and Privacy Policy. The Terms contain provision 7 (Warranties and Responsibilities) and 9 (Disclaimers) that the Services and CCI are provided without any warranty of any kind either express or implied, they are offered "as-is" and "as available".

☐ I consent with the [Terms of use](#)

☐ I consent with the [Personal Data Processing](#)

[Save and Continue](#)

Your country

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☒ I consent with the [Terms of use](#)

☒ I consent with the [Personal Data Processing](#)

[Save and Continue](#)

► Step 5

- Activate the multifactor authentication




You do not have multifactor authentication enabled. Do you want to enroll multifactor authentication?

- ☒ Yes, I have my mobile phone ready.
- ☐ No, maybe later.

[Continue](#)


- Enter your mobile phone number



ComAp Cloud

Please enter a valid phone number including your country dial code (e.g. +420123456789).


- Select one of the options, how you want to verify your phone number



ComAp Cloud

For security reason, we will send a text message or call you to verify your mobile number. Please select one of the options.
In case you choose "Call Me" please wait for the call and follow the instructions.

- Enter the verification code you received



ComAp Cloud

For security reason, we will send a text message or call you to verify your mobile number. Please select one of the options.
In case you choose "Call Me" please wait for the call and follow the instructions.

Enter your verification code below, or [send a new code](#)

► Step 6

- Use QR code below for downloading the authentication app (recommended) or go to Google play store / Apple store (depends on your mobile phone system) and install an authentication application (Microsoft Authenticator). The application is mandatory for MFA using.
- Follow the instructions to finish whole process



1. Install authentication application for your mobile phone from [Play Store](#) or [App Store](#)
2. Use the authentication application to scan the QR code below. This will pair the app with your account.



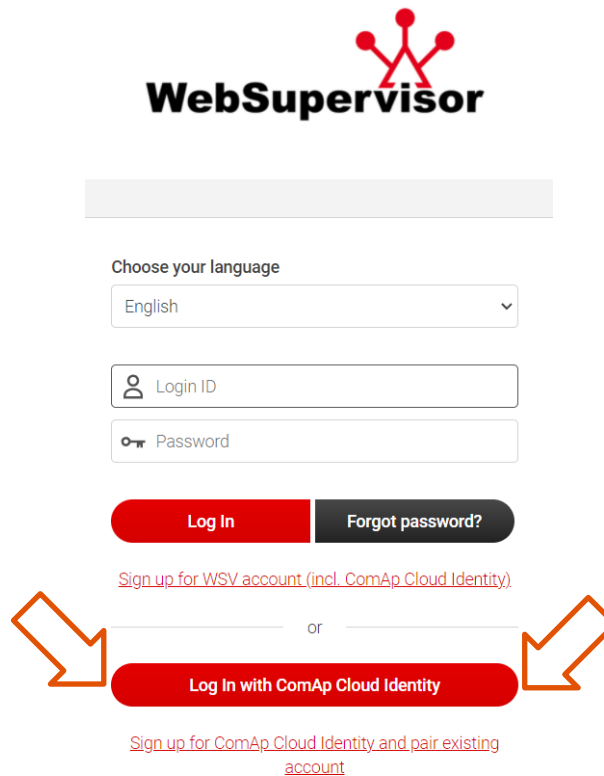
Please type in the code displayed on your authenticator application from your device

The User acknowledges that if the login details for its ComAp Cloud account are lost, it is necessary to create a new account and reset its functionalities and rights to Services again. For security reasons no reset of the account is available, such as lost of your authenticator and at the same time access to the registered phone number.

Verify

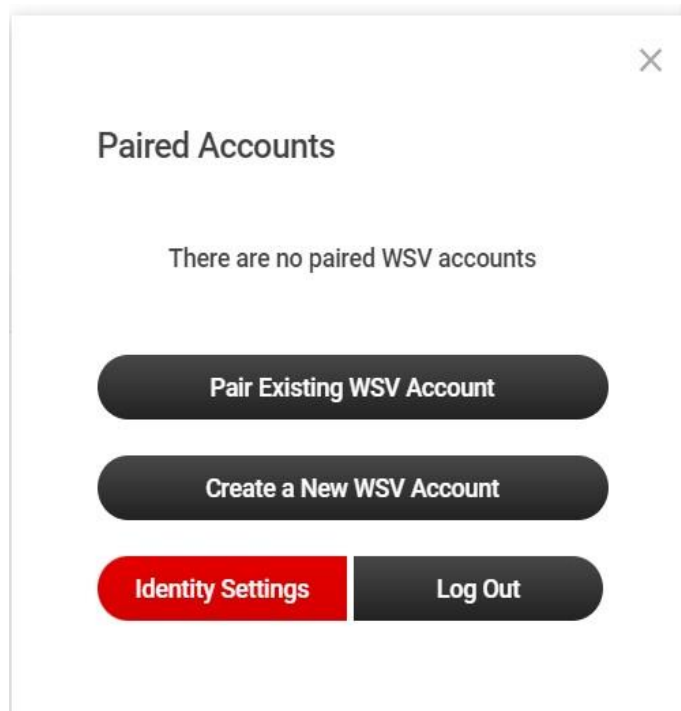
► **Step 7**

- Log in ComAp Cloud identity (CCI) to assign CCI account with WSV account



The image shows the WebSupervisor login page. At the top is the WebSupervisor logo. Below it is a grey bar. Then, a 'Choose your language' dropdown menu is set to 'English'. Below that are two input fields: 'Login ID' with a person icon and 'Password' with a key icon. There are two buttons: 'Log In' (red) and 'Forgot password?' (dark grey). Below these is a link: 'Sign up for WSV account (incl. ComAp Cloud Identity)'. Then, there is a horizontal line with 'or' in the center. Below the line is a red button 'Log In with ComAp Cloud Identity'. Two orange arrows point to this button from the left and right. Below the button is another link: 'Sign up for ComAp Cloud Identity and pair existing account'.

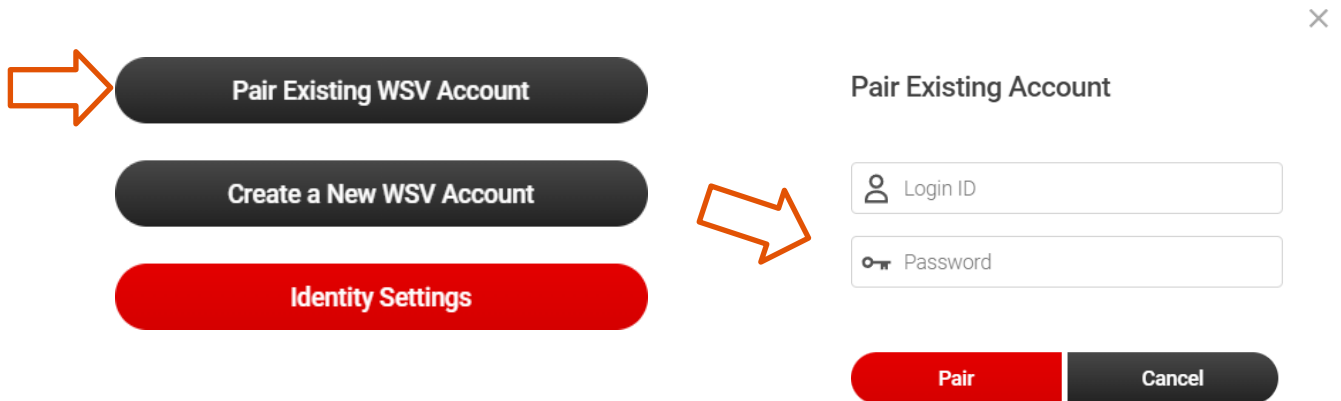
- Select “*Pair an existing account*”, if you already have WebSupervisor (WSV) account or “*Create a new WSV account*”, if you do not have any and go to step 9 below.



The image shows a dialog box titled 'Paired Accounts'. It has a close button (X) in the top right corner. The text inside says 'There are no paired WSV accounts'. Below this text are three buttons: 'Pair Existing WSV Account', 'Create a New WSV Account', and 'Identity Settings' (which is highlighted in red). To the right of 'Identity Settings' is a 'Log Out' button.

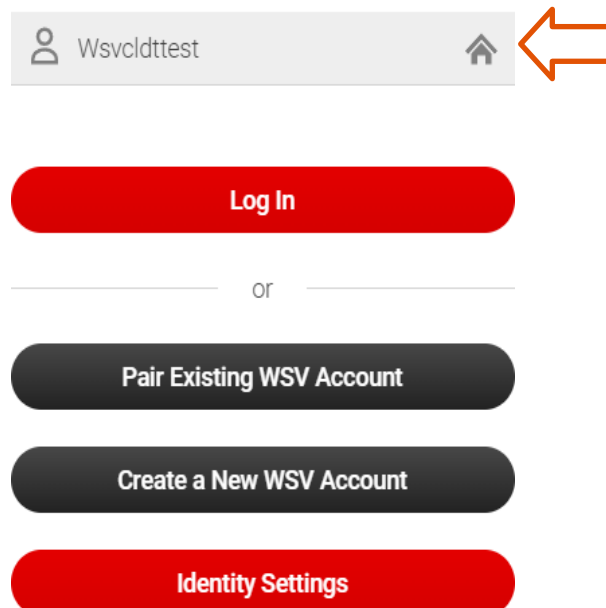
► **Step 8**

- After you click on “*Pair an existing account*”, insert the credentials you used for WSV legacy login and click “*Pair*” to assign the WSV account with CCI account.



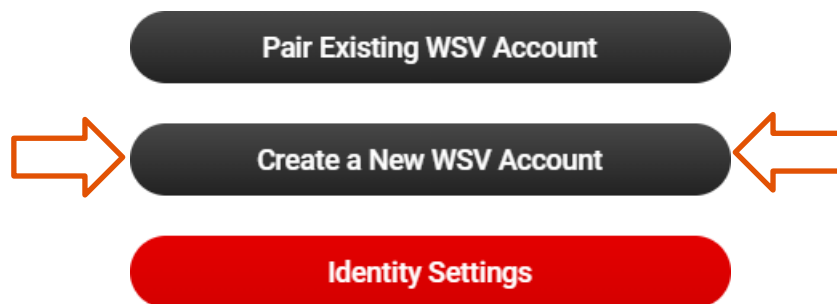
- If you have more WSV accounts, just repeat the action above
 - You will see the list of all paired WSV account then
 - You can select the main account where you will be logged in automatically always you log into CCI. Just click on “a house” symbol to set main WSV account

Paired Accounts



► Step 9

- If you do not have any existing WSV account, you can create it by clicking “Create a new WSV account”



- Fill in all necessary information
- Select your WSV plan and create an account

Plans

Select your plan


Lite

Lite

WebSupervisor Pro – 3 month free trial

WebSupervisor Pro – Paid version

☐ I'm not a robot



reCAPTCHA

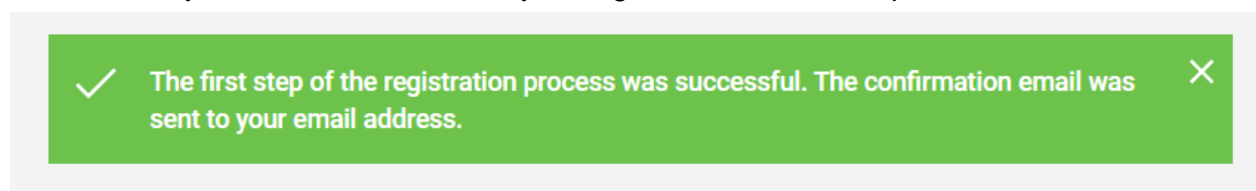
Privacy · Terms

Create account

Cancel

► Step 10

- Check your email box to confirm your registration into WebSupervisor



- Confirm your registration by clicking the confirmation link

