Accessing the digital pre-application portal

bsi.

Accessing the portal as a client

At the start of the application process you will receive an email informing you of the new application. A direct weblink to the portal is provided and if you have not accessed the portal before, access credentials. For security purposes the password will be sent as a separate email.

Important: if you have completed an application previously access credentials will not be included in the email.

Dear Simon,

Your new application has been added to our portal.

To access your application click on this link: https://bsisure2test.appiancloud.com/suite?signin=native

Username: simon.leslie@optimum.co.uk

Logging in to the portal

When you open the link in your browser, the log in page of the portal displays.

Enter your logon credentials:

Username: Enter your email address.

Password: enter the system-generated password provided in a separate email. You will be prompted to change the password if you are logging in for the first time.

Click **LOG IN**.

bsi.

simon.leslie@optimum.co.uk

....

Forgot your password?　　　SIGN IN

Resetting your password

If you need to reset your password, click **Forgot your password?**.

Enter your email address.

Click **SEND EMAIL**.

A message containing a link to reset your password will be sent to your email address.

The link expires after 15 minutes.

Follow the link, and enter your new password.

Click **SUBMIT**.

bsi.

Forgot Password

Username

simon.leslie@optimum.co.uk

Enter your username (case-sensitive) and click "Send Email". An email will be sent to the email address associated with your user account. Follow the link in the email to reset your password.

Back to sign-in page

SEND EMAIL

Dear Simon Leslie - Client,

We recently received a request to reset your password. If you would still like to reset your password, please follow the link below:

https://bsisure2test.appiancloud.com/suite/forgotpassword/?
token=jA0EAwMCEBNN1jaYoag80qoBE5oEzqkuawrmsoHGfvM1utCulrq8_nUcqZ2STFoluf42_-
oEnfPv1og8_SZq_RxO5GbMi9HaRN4rlEQRMvlasg2txSa0-jRzbm7Vjshi4-3D76Nho4jAVqWCBirbIZq8agnTY2G3WJKvwAE4-
Y9L3q6k_alcyN00Yp61G3fM_rkDKBbfjgr9VroC-F8PhFZvNtPZPgSMhvIsaru6itJCMMA-LdSSMScsIQ

This link expires in 15 minutes.

If you did not request for your password to be reset, please contact your administrator. Your password will not be reset unless you follow the above link and complete the password reset form.

Thank you,

Bsi Sure2 (TEST)

bsi.

Change Password

Please complete the form to change your password.

Username

simon.leslie@optimum.co.uk

New Password

....

Confirm New Password

....

CANCEL　　SUBMIT

Accessing the digital pre-application portal

Accessing the portal as an assigned member of the Commercial Team

When you are assigned a client's application as the Primary owner you will receive an email informing you of the new application. A direct weblink to the portal is provided and if you have not accessed the portal before, access credentials. For security purposes the password will be sent as a separate email.

To access your application click on this link: https://bsisure2test.appiancloud.com/suite?signin=native

Username: simon.leslie@optimum.co.uk

Important: if you have completed an application previously access credentials will not be included in the email.

Logging in to the portal

When you open the link in your browser, the log in page of the portal displays.

Enter your logon credentials:

Username: Enter your email address.

Password: enter the system-generated password provided in a separate email. You will be prompted to change the password if you are logging in for the first time.

Click **LOG IN**.

Resetting your password

If you need to reset your password, click **Forgot your password?**.

Enter your email address.

Click **SEND EMAIL**.

A message containing a link to reset your password will be sent to your email address.

The link expires after 15 minutes.

Follow the link, and enter your new password.

Click **SUBMIT**.