



Office of the State Controller

SAP Secure Login Client Set-Up

Important: All users who work in the Integrated HR-Payroll System using the SAP GUI will need to have the SAP Secure Login Client (SLC) installed and properly set-up on their workstations. The SLC does not replace the SAP GUI. Users will need **both** the SAP GUI and the SLC to continue to login to the Integrated HR-Payroll System from the Fiori interface. This document details the one-time set-up process for the SLC, which happens after it has been installed.

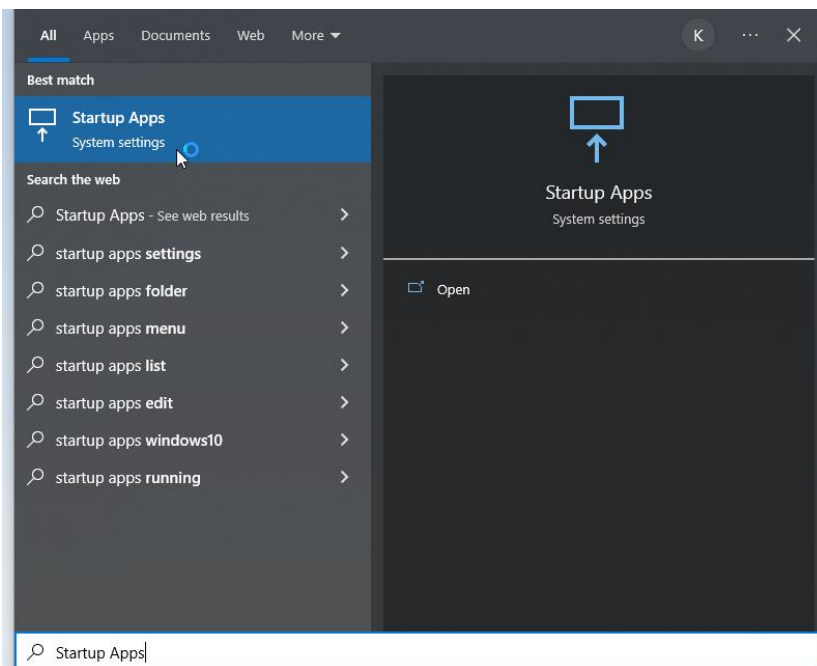
Confirm Secure Login Client is Installed

If the SAP SLC installed correctly, it should be in the workstation's Startup Apps.

Click on the Window Search icon.

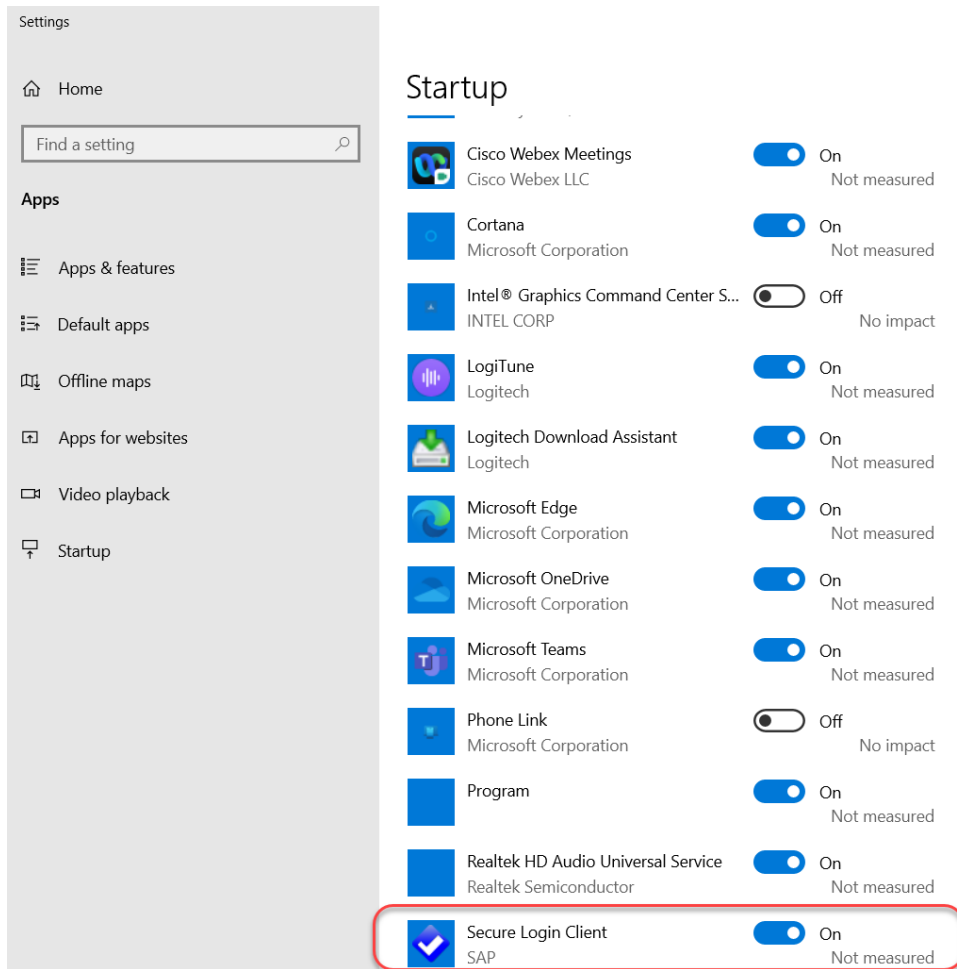


In the Search field, type "Startup Apps." Then click the Startup Apps/System settings result.





The Startup App listing displays. Ensure SAP SLC is displayed in this list and that the toggle is on.



If Secure Login Client is displayed, continue with set-up.

Note: If Secure Login Client is not displayed, please stop this process and refer to the Installation Instructions found on the [Technical Download](#) page on the OSC website. Return to these instructions after installation is complete.

Close out of the Settings window by clicking the X in the top right of the window.





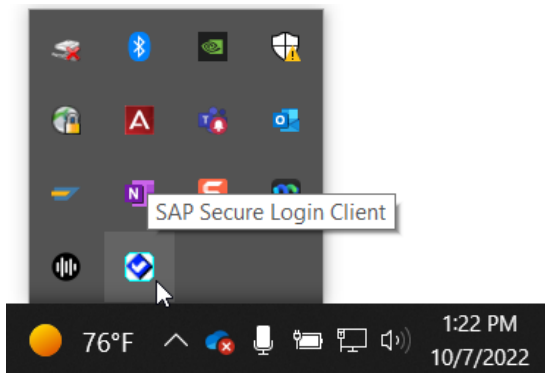
Secure Login Client Set-Up

Important: State Network or VPN **is required** to complete SAP SLC set-up.

The SAP SLC should be running in the background. Locate and click the “carrot” icon on the bottom right of your screen. This will show hidden icons.

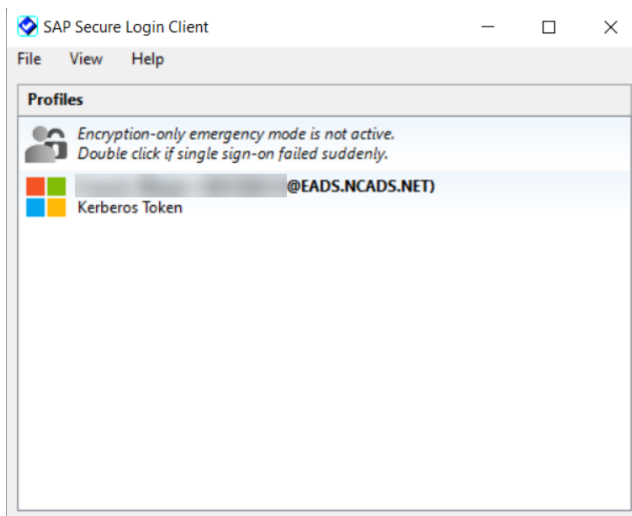


Click on the SAP Secure Login Client icon, shown below.



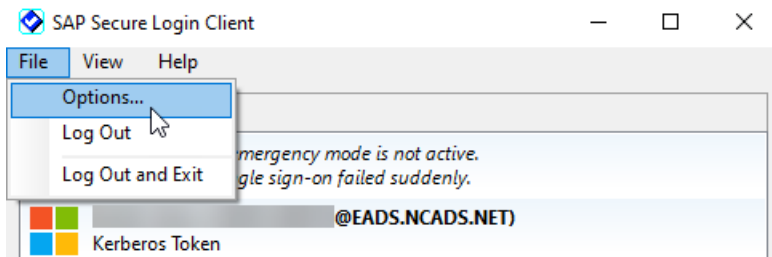
The SAP Secure Login Client window displays.

Note: You may see one or multiple lines in the Profiles section.

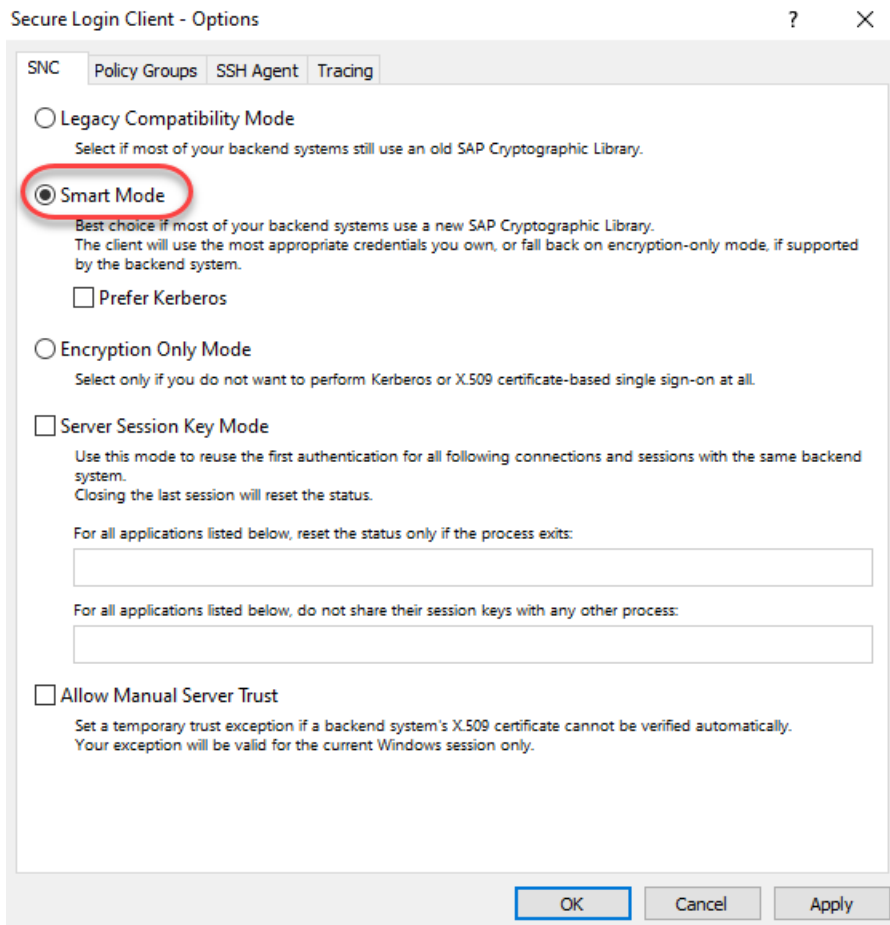




Click on File, then Options...



The Secure Login Client – Options window displays. On the SNC tab, select the Smart Mode radio button.





Click on the Policy Groups tab. Click in the Host field and **type** the following URL into that field:

https://sso.mybeacon.its.state.nc.us

The screenshot shows the 'Secure Login Client - Options' dialog box with the 'Policy Groups' tab selected. The 'Host' field is highlighted with a red circle and contains the URL 'https://sso.mybeacon.its.state.nc.us'. Below the 'Host' field are 'Refresh' and 'Clear' buttons. The 'Group' field is a dropdown menu. The 'Update Policy' field is a dropdown menu set to 'at startup'. There are three radio button options for proxy settings: 'Do Not Use a Proxy' (selected), 'Use IE Proxy Settings', and 'Use Manual Proxy Settings'. Below these is an empty text field. The 'Status' field is a large empty text area. At the bottom are 'OK', 'Cancel', and 'Apply' buttons.



Click the Refresh button under the URL.

Secure Login Client - Options

SNC Policy Groups SSH Agent Tracing

Host Refresh Clear

Group

Update Policy

Do Not Use a Proxy
 Use IE Proxy Settings
 Use Manual Proxy Settings

Status

OK Cancel Apply



The Group field will auto-populate. Ensure the value is Prod_Web Client Group. The Status field will also update to "OK".

Secure Login Client - Options

SNC Policy Groups SSH Agent Tracing

Host: Refresh Clear

Group:

Update Policy:

Do Not Use a Proxy
 Use IE Proxy Settings
 Use Manual Proxy Settings

Status:

OK Cancel Apply

Click Apply.

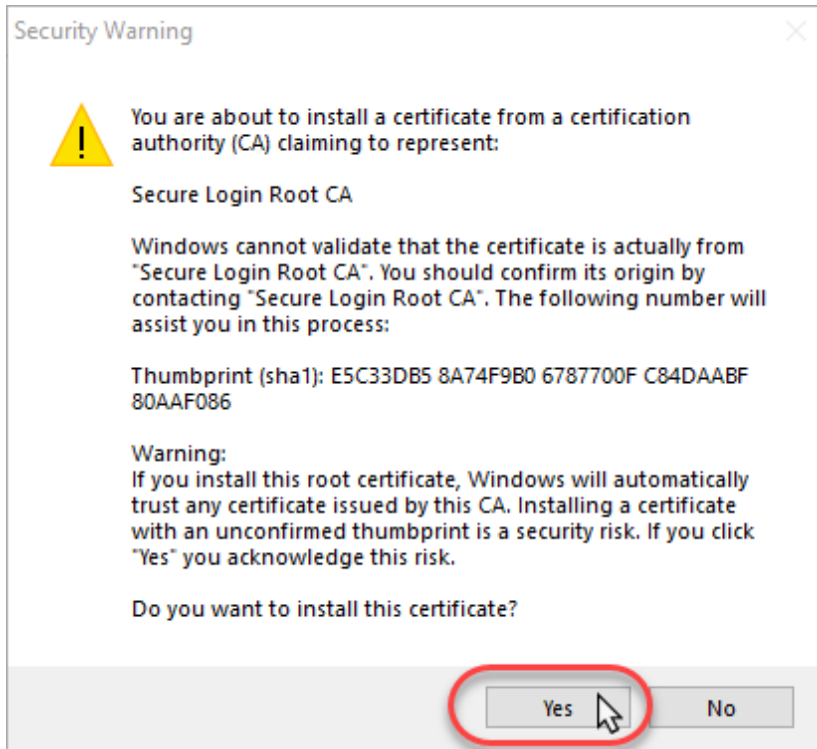
OK Cancel **Apply**



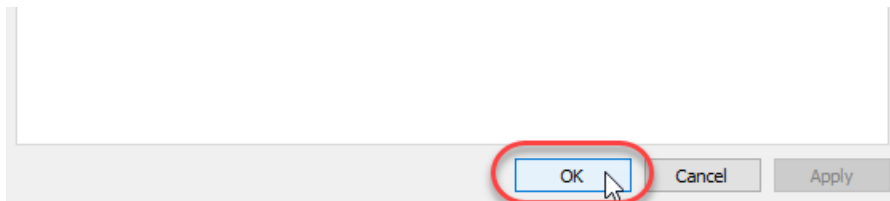
A Security Warning window will display. This is expected. Click Yes.

Note: If you do not see the Security Warning, check your other monitors.

Important – If the Security Warning window displays, continue. If the Security Warning window ***does not display***, please continue [here](#).

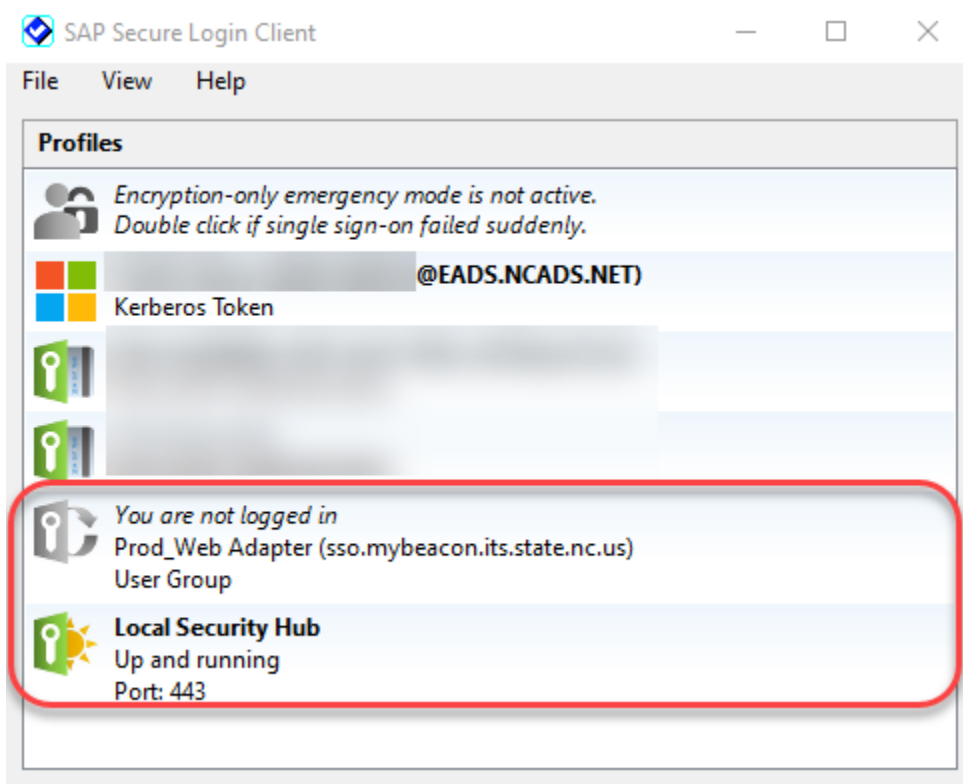


Click OK.





The SAP Secure Login Client window will now be updated with additional profile information. Ensure the following two profiles are shown.

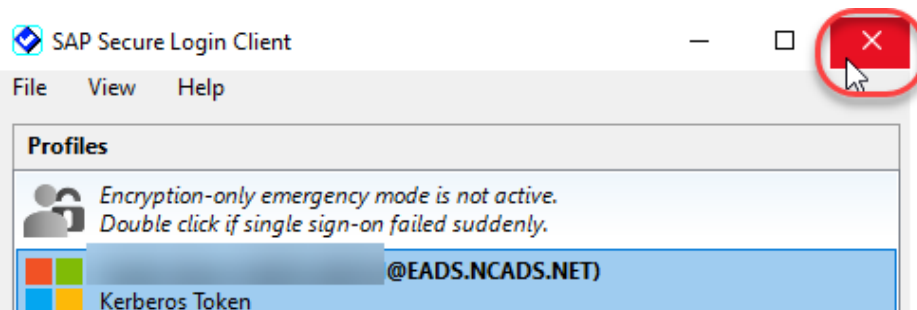


Important – If you do not see these profile lines, please continue [here](#).

Note: You may have additional, non-SAP related information shown as well.

You have successfully completed set-up for the SAP SLC!

Close out of the SAP Secure Login Client window by clicking the X in the top right of the window. The application will continue to run in the background.



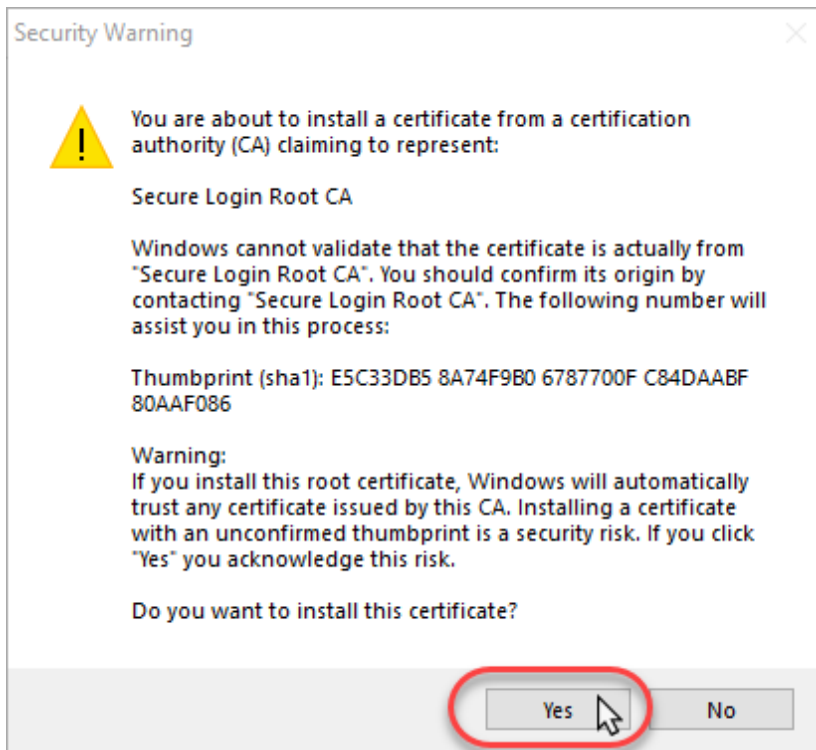


Troubleshooting

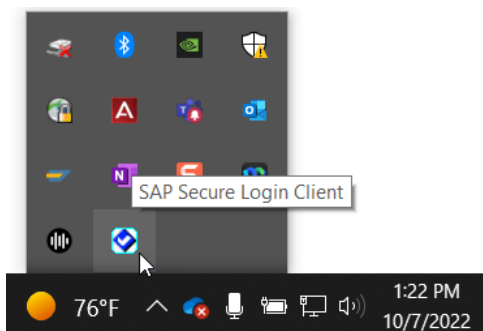
The Secure Login Client set-up did not complete successfully.

Close all applications and reboot your machine.

The Security Warning window may display as part of the reboot process. If it does, click Yes.

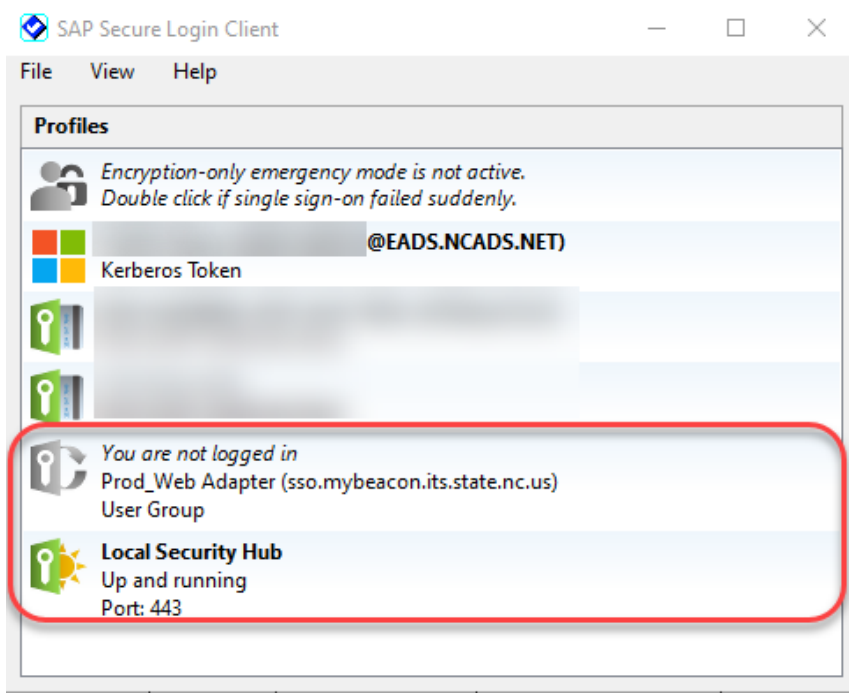


Once your workstation has completed rebooting, click on the SAP Secure Login Client icon, shown below.





The SAP Secure Login Client window will now be updated with additional profile information. Ensure the following two profiles are shown.



If the Security Warning window did not display as part of the reboot process, return [here](#) and attempt set-up again.