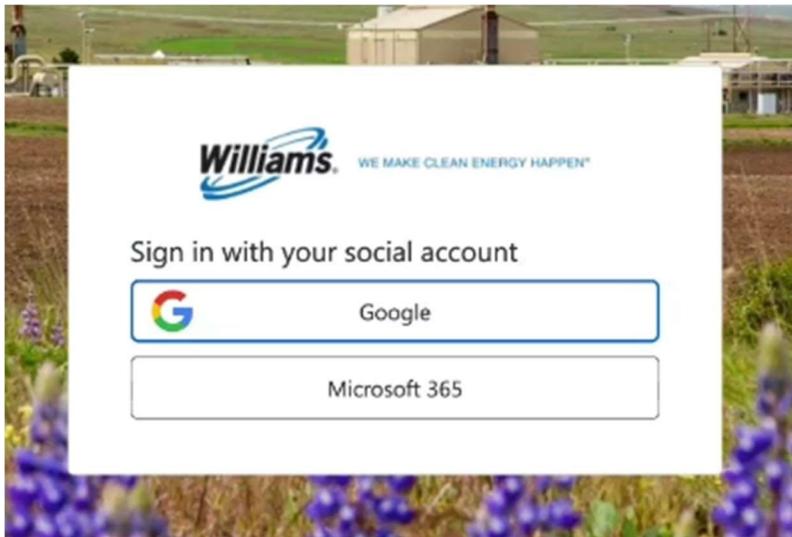


Accessing the Williams Portal

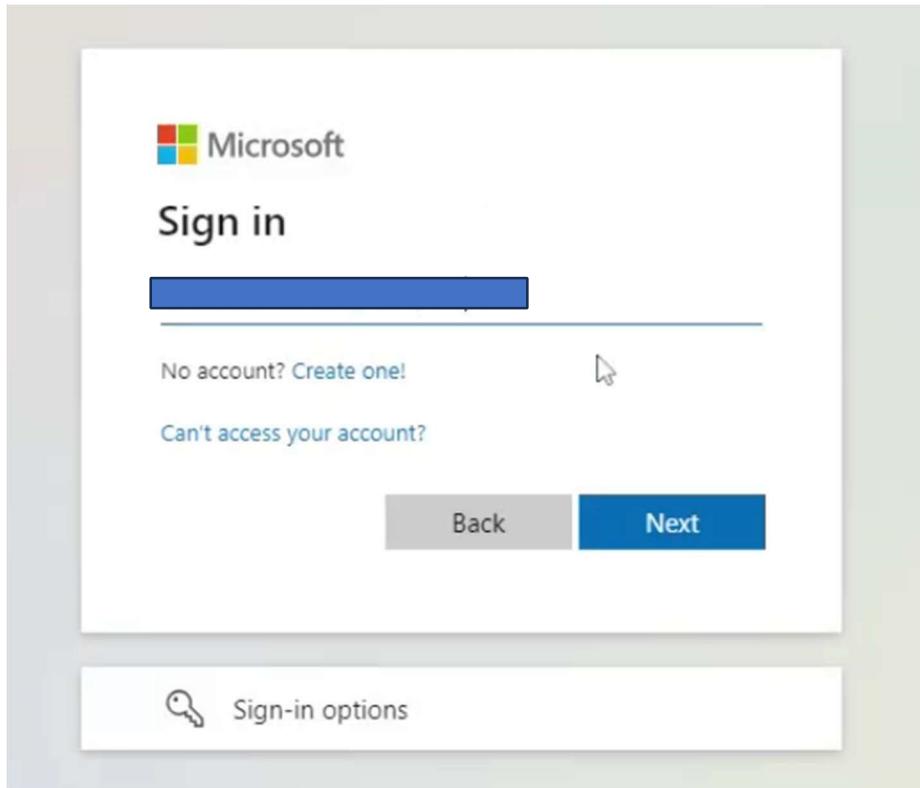
Step 1: Williams Portal Link:

https://ejyq.fa.us2.oraclecloud.com/fscmUI/redwood/supplier-portal/home?fscmui_app_context=redwood_supplier_portal

Step 2: Select Microsoft 365 on the main screen.



Step 3: Sign in with your network credentials.



Step 4: If your IT department has customized your access settings, you may encounter additional steps that require their assistance. We recommend reaching out to your IT team for any necessary support during this stage.



Need admin approval

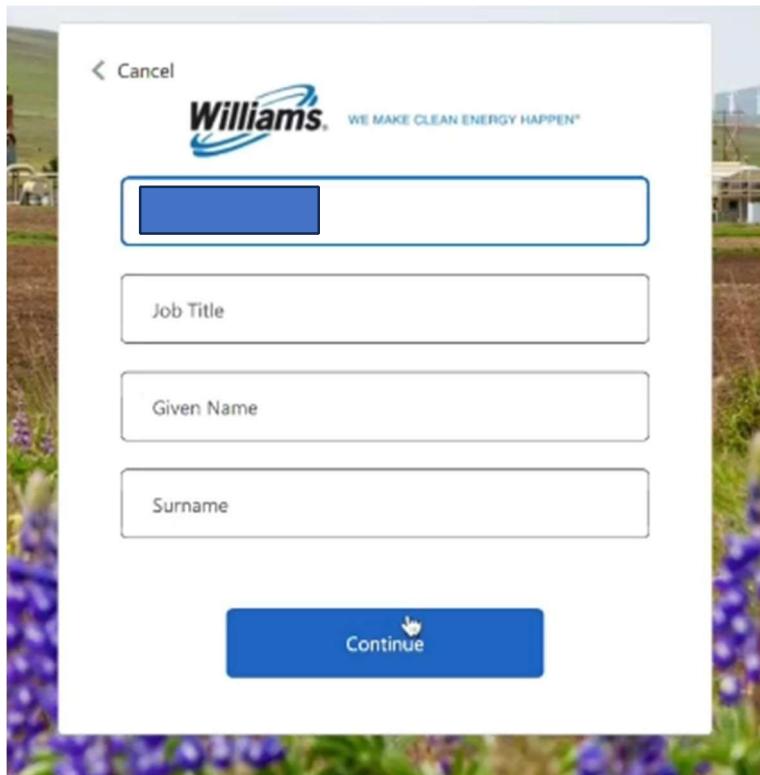
The Williams Companies Inc

needs permission to access resources in your organization that only an admin can grant. Please ask an admin to grant permission to this app before you can use it.

[Have an admin account? Sign in with that account](#)

[Return to the application without granting consent](#)

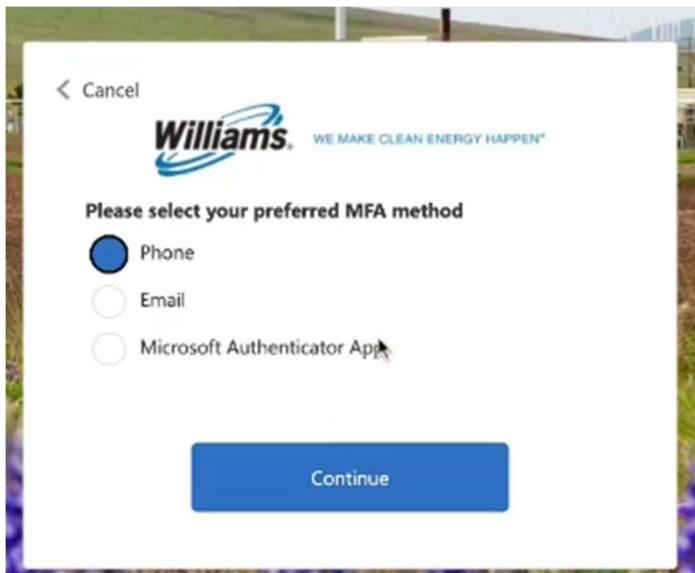
Step 5: Enter Your Name and Select Continue



Step 6: There are 3 options for the multi factor authentication process: Phone / Email / Microsoft Authenticator App.

Phone (Text or Call)

Users will be prompted to input their phone number. The US country code (+1) is auto populated, but users can choose from a list if they need a different code. Once the user submits their phone number, they will be sent a 6-digit code.

A screenshot of a mobile application interface for entering a phone number. The Williams logo and tagline are at the top. Below, it says 'Enter a number below that we can send a code via SMS or phone to authenticate you.' A 'Country Code' dropdown is set to 'United States (+1)'. A 'Phone Number' input field contains the number '+19186303374'. Below the input field are two buttons: 'Send Code' and 'Call Me'.A screenshot of a mobile application interface for entering a verification code. The Williams logo and tagline are at the top. Below, it says 'Enter a number below that we can send a code via SMS or phone to authenticate you.' The phone number '+19186303374' is displayed. Below that, it says 'Enter your verification code below, or send a new code' and shows an empty input field. A 'Verify Code' button is at the bottom.

Email

The process for phone and email authentication is almost the same except the user's email will be automatically populated with the email they signed in with and they will be unable to change it.

< Cancel



Verification is necessary. Please click Send button.

Email Address

Send verification code

Continue

< Cancel



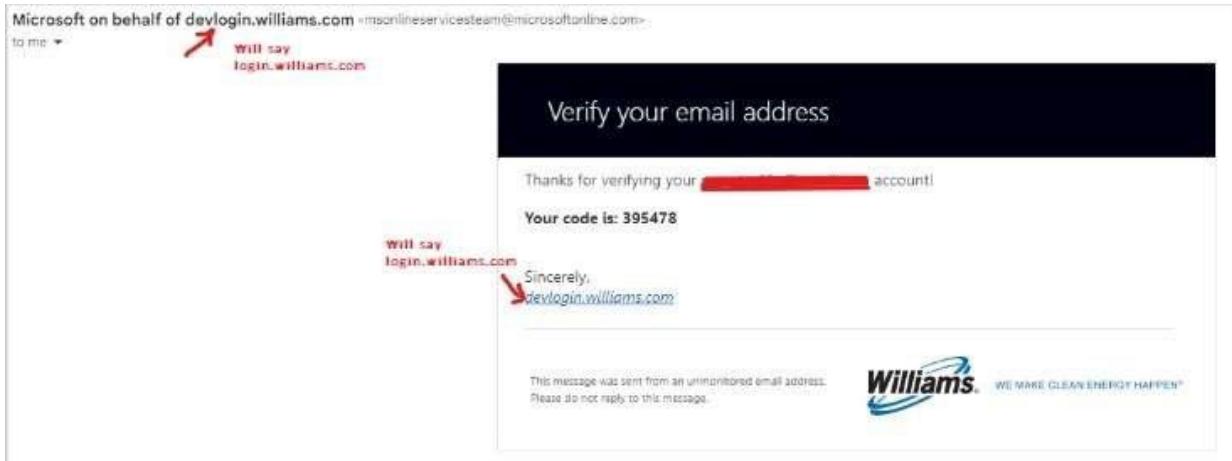
Verification code has been sent to your inbox. Please copy it to the input box below.

Email Address

Verification code

Verify code Send new code

Continue



Microsoft Authenticator App

New users will scan a QR code with the Microsoft Authenticator app and be sent a 6-digit code in the app. If you do not have the Microsoft Authenticator app installed on your phone, don't worry! You can download it for free. Simply visit your app store and search for "Microsoft Authenticator." Once downloaded, log into the

authenticator using the same email address you are using for the Williams portal. If you already have the Microsoft Authenticator app, navigate to the bottom right of the app, select "Verified IDs," and scan the QR code to add the Williams authenticator.

