

THE SSO EXPERIENCE IS NOW LIVE - AMAZON BUSINESS

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To: PURCHASING@LISTSERV.USF.EDU <purchasing@listserv.usf.edu>

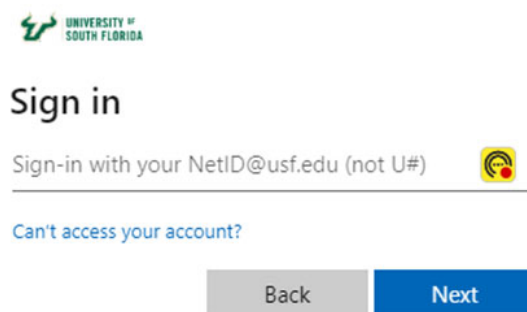
Bcc: Charlotte Eppich <ceppich@usf.edu>

Hello Procurement Friends!

THE SSO Experience is now LIVE!

Last night we turned on a Single-Sign On (SSO) for existing Amazon Business Users, which adds a layer of security to the Amazon account. You will be required to use your NetID@usf.edu e-mail address to login. Amazon will no longer recognize any non-"@usf.edu", or shared e-mail addresses.

So long as you are logged in to your browser via SSO, when you navigate to Amazon.com and login with your @usf.edu email address, you will be automatically authenticated without being prompted for any additional information. If you are not already logged in through SSO, you will be prompted to login (screenshot below for reference).



HINT: Remember to clear your browser cache before visiting Amazon.com the first time to make sure you get the best experience and are directed to the correct site.



I MISSED UPDATING MY EMAIL AND NOW MY ORDER HISTORY IS GONE - HOW DO I GET PENDING RECEIPTS?

We aren't able to re-activate your account so you will no longer have access to any order history from purchases you made prior to SSO being activated. If you require receipts to reconcile your p-card please contact Carri Kinsman ckinsman@usf.edu with a date range of purchases and she can support locating the transaction history for you.

Stay tuned to our list serv. for additional updates.