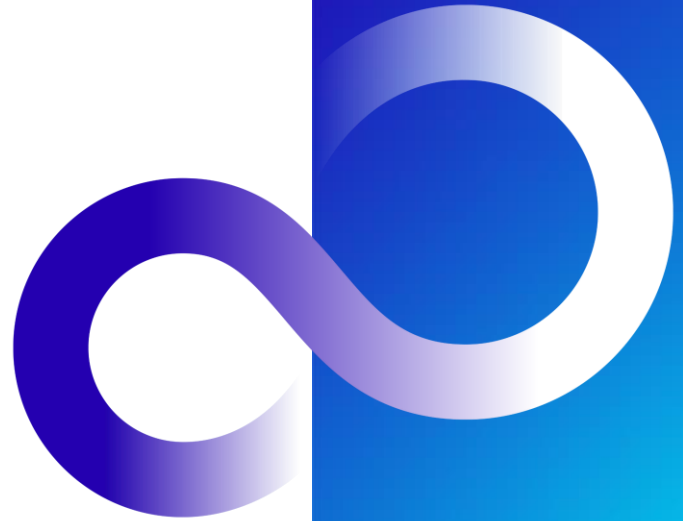


Deleting an Account

Fujitsu Limited



Revision History

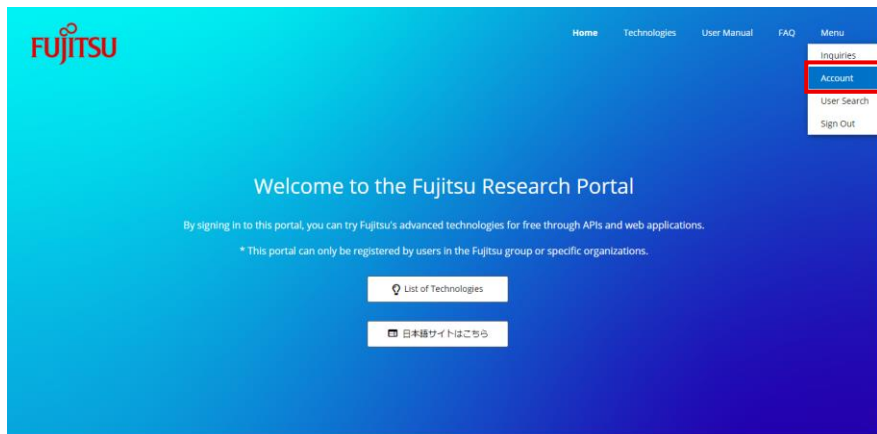
Version	Date	Reason for Changes
1.1	September 7, 2023	English edits
1.0	August 31, 2023	First version

- This document explains how to delete an account on the Fujitsu Research Portal.
 - Two accounts, the AD account and the Portal account, must be deleted in order
 - If the AD account is deleted, API access tokens cannot be issued

Notes

The contents of this manual may differ from the latest version.

Deleting the AD Account 1/4



What is the Fujitsu Research Portal?

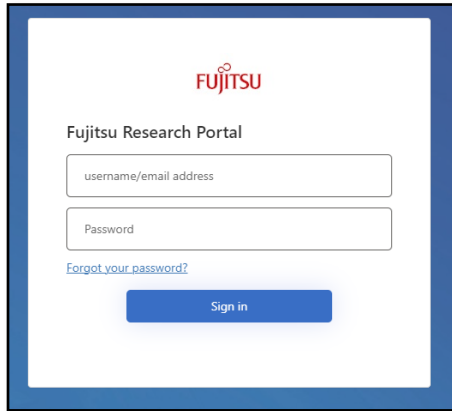
- After signing into the Portal, click the "Menu" button in the navigation bar at the top right
- Click "User Information" under the "Menu" drop down to go to the "Account" page.

- On the "Account" page, navigate to the "Delete AD Account" section and click the "Delete AD Account" button to go to the authentication page

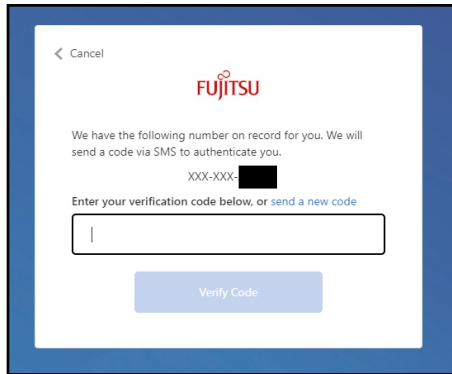
The screenshot displays the 'User Information' page with the following sections:

- User Information**
- Details**: Includes fields for Email, First name, Last name, and Registration date. A 'Close account' button is located below these fields.
- Edit User Information**: Includes the text 'You can edit credential information and last and first name.' and an 'Edit Profile' button.
- Publish API Access Token**: Includes the text 'We use <https://jwt.ms>.' and a yellow 'Get Token' button.
- Delete AD Account**: Includes the text 'After operating "Delete AD Account", please operate "Close account."' and a 'Delete AD Account' button, which is highlighted with a red rectangular border.

Deleting the AD Account 3/4

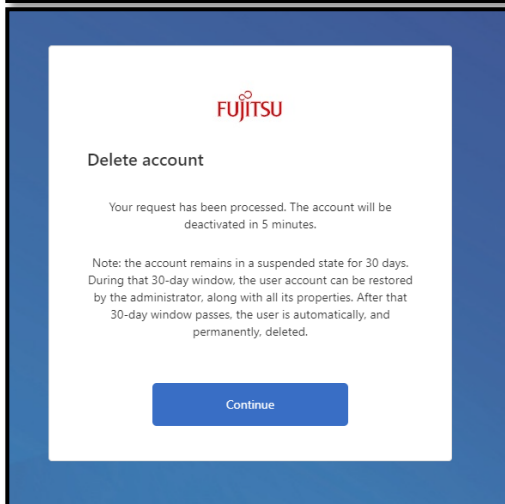
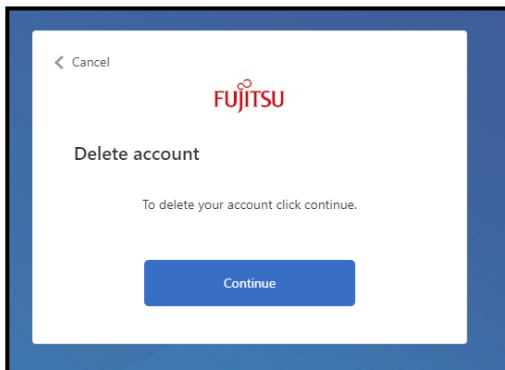


The screenshot shows the Fujitsu Research Portal login page. At the top center is the Fujitsu logo. Below it, the text "Fujitsu Research Portal" is displayed. There are two input fields: the first is labeled "username/email address" and the second is labeled "Password". Below the password field is a blue link that says "Forgot your password?". At the bottom center is a blue button labeled "Sign in".



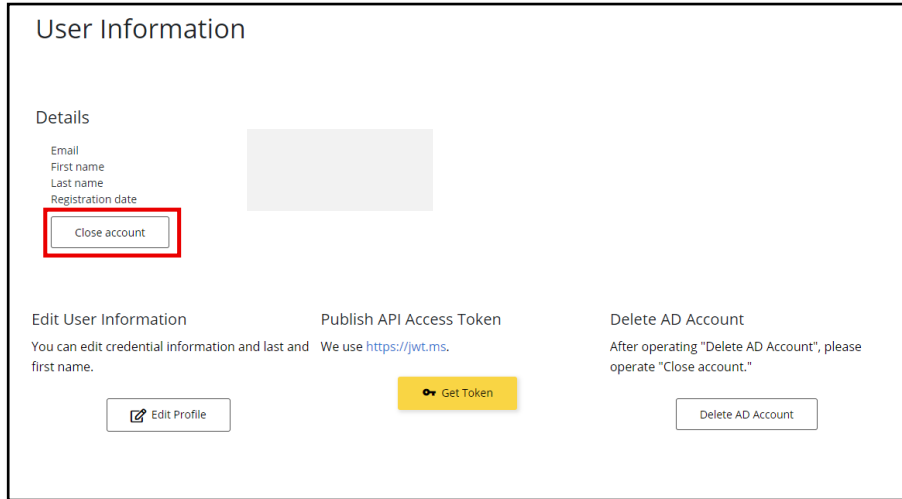
The screenshot shows the Fujitsu Research Portal verification page. At the top left is a back arrow and the word "Cancel". In the center is the Fujitsu logo. Below the logo, the text reads: "We have the following number on record for you. We will send a code via SMS to authenticate you." followed by "XXX-XXX-XXXX" with a black redaction box. Below this is the instruction "Enter your verification code below, or send a new code". There is a text input field with a vertical cursor. At the bottom center is a light blue button labeled "Verify Code".

- On the authentication page, enter your credentials and click "Sign In" to conduct SMS authentication
- Once the SMS authentication is conducted, enter the verification code and click "Verify Code"



- Click the "Delete" button to delete the AD account.
- AD account deletion is complete when you see the screen on the lower left

- On the "Account" page, navigate to the "Details" section and click the "Close account" button





- A confirmation dialog will appear. Click the "OK" button.
 - You will be signed out and redirected to the homepage.
- A confirmation e-mail will be sent. Check the e-mail address you registered.

- After deleting the Portal account, you will be signed out and redirected to the homepage
- Sign in with the same username and password used for the deleted Portal account
 - As this procedure will re-create the deleted Portal account, you will receive an email confirming your registration.
- Delete the accounts again starting with the AD account, then the Portal account

Thank you

