

# GUEST USER ACCESS TO SKY-FRAME

SKY-FRAME

# ACCESSING SKY-FRAME AS A GUEST USER

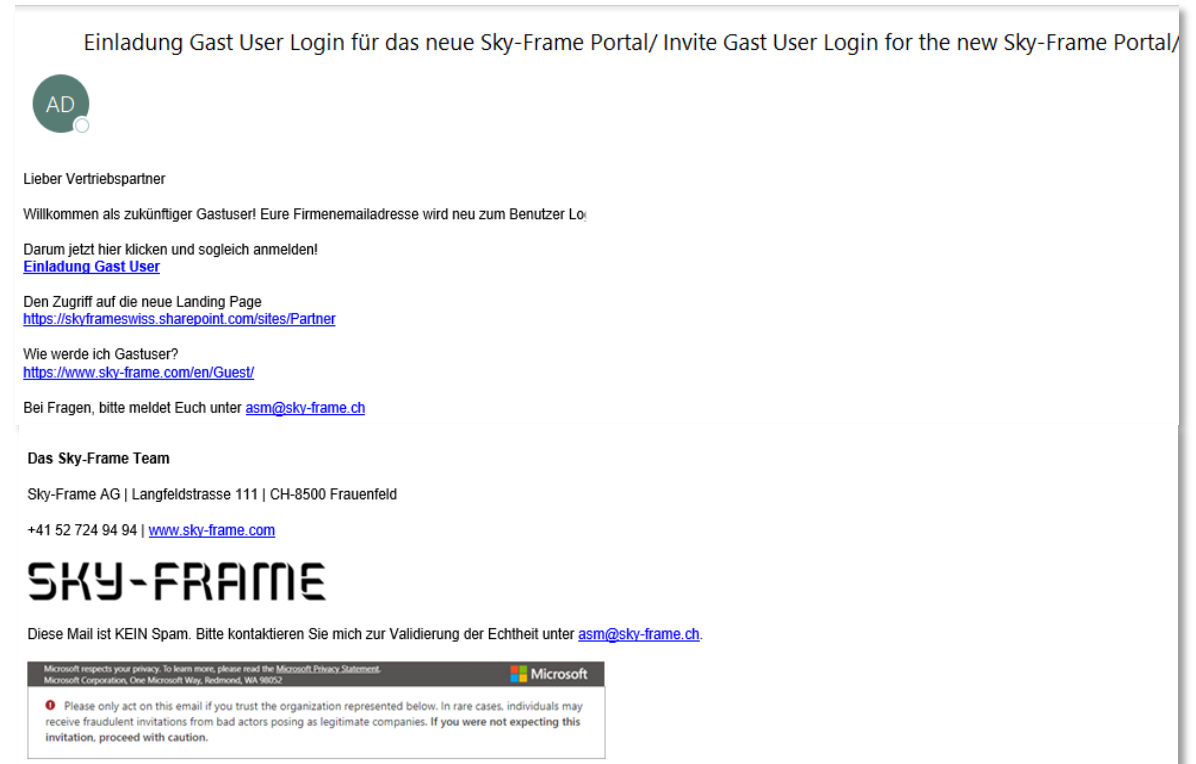
Dear Partners

We are pleased to present all our sales partners with a secure access to the internal Sky-Frame resources at all times. You can now conveniently access all applications as a guest using your company e-mail address.

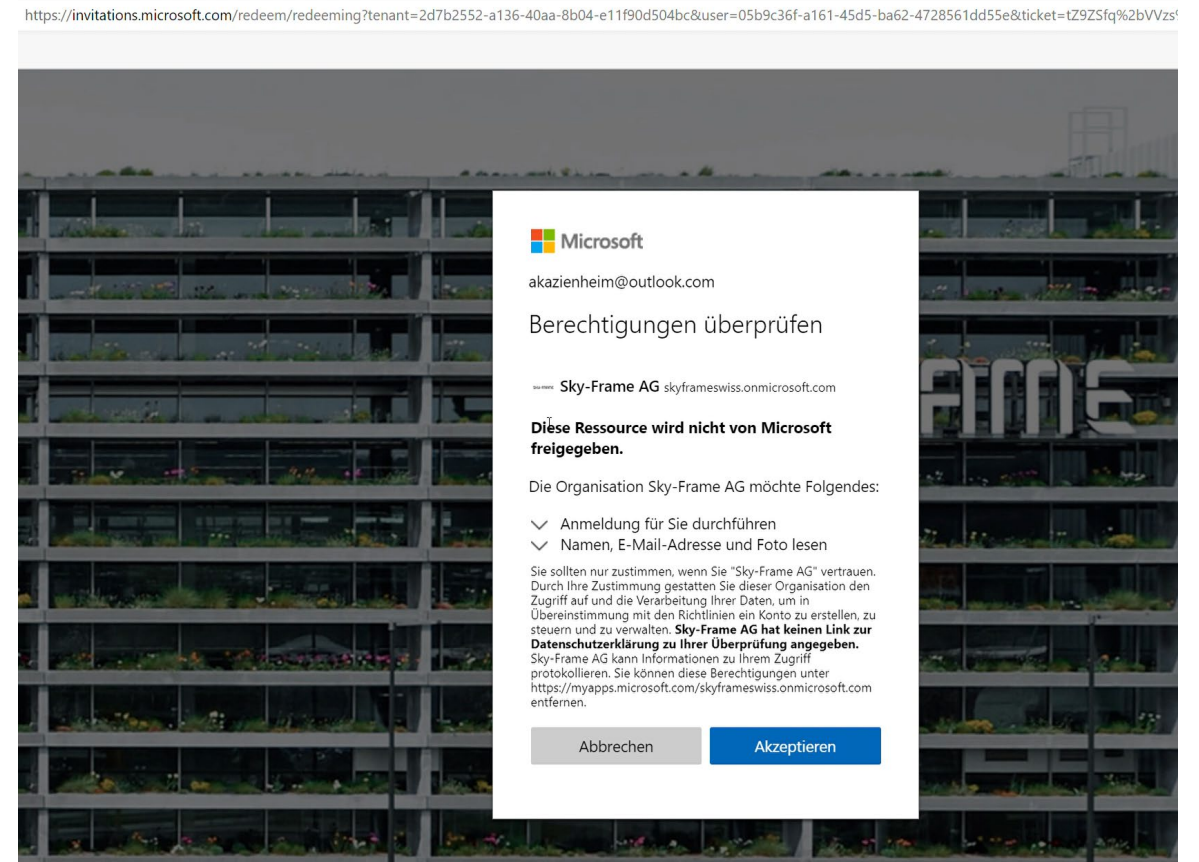
In the coming days, you will receive a corresponding e-mail with a personalised invitation link. We have to deactivate the old login by the end of the year at the latest, due to significant security risks. To increase security, we are now using modern protection through multifactor authentication.

We would be happy to provide technical support during set-up. We have created this video guide to help you, and can also offer support via video call.

- Use the link “Guest user invitation” to start set-up.

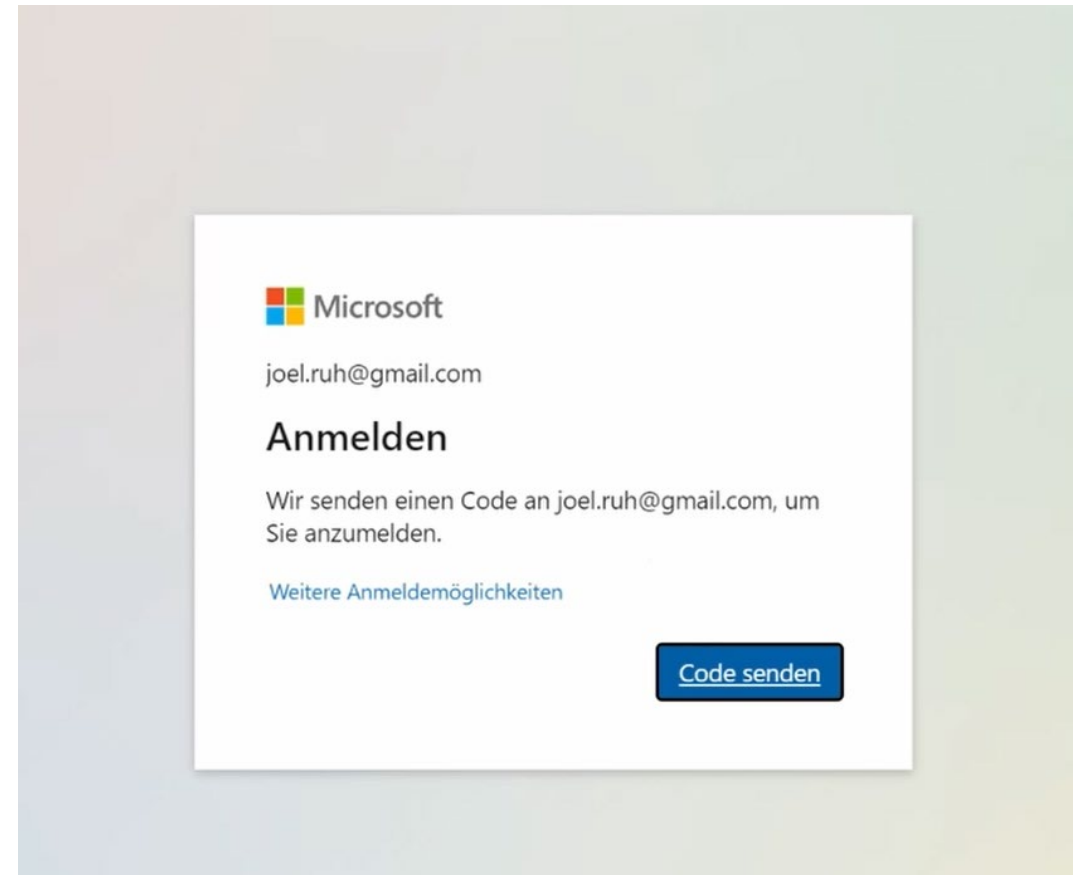


- Check and accept the authorisations.



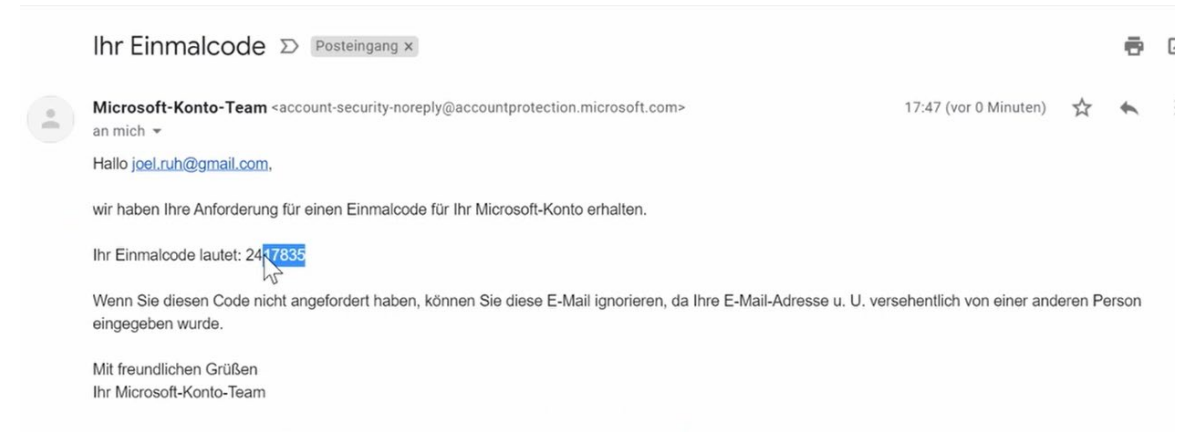
# (ONLY FOR REGISTRATION WITHOUT M365)

- Request a code via e-mail.



# (ONLY FOR REGISTRATION WITHOUT M365)

- You will receive an e-mail with the one-time code.



# (ONLY FOR REGISTRATION WITHOUT M365)

- Enter the code and click “Sign in”.



The image shows a Microsoft sign-in interface. At the top is the Microsoft logo. Below it, the email address 'joel.ruh@gmail.com' is displayed. The main heading is 'Code eingeben'. A message states: 'Wir haben per E-Mail einen Code an joel.ruh@gmail.com gesendet. Geben Sie den Code ein, um sich anzumelden.' Below this, the code '2417835' is entered into a text field. A link 'Stattdessen Ihr Kennwort verwenden' is visible. At the bottom right is a blue 'Anmelden' button with a hand cursor icon pointing at it.

Microsoft

joel.ruh@gmail.com

## Code eingeben

Wir haben per E-Mail einen Code an joel.ruh@gmail.com gesendet. Geben Sie den Code ein, um sich anzumelden.

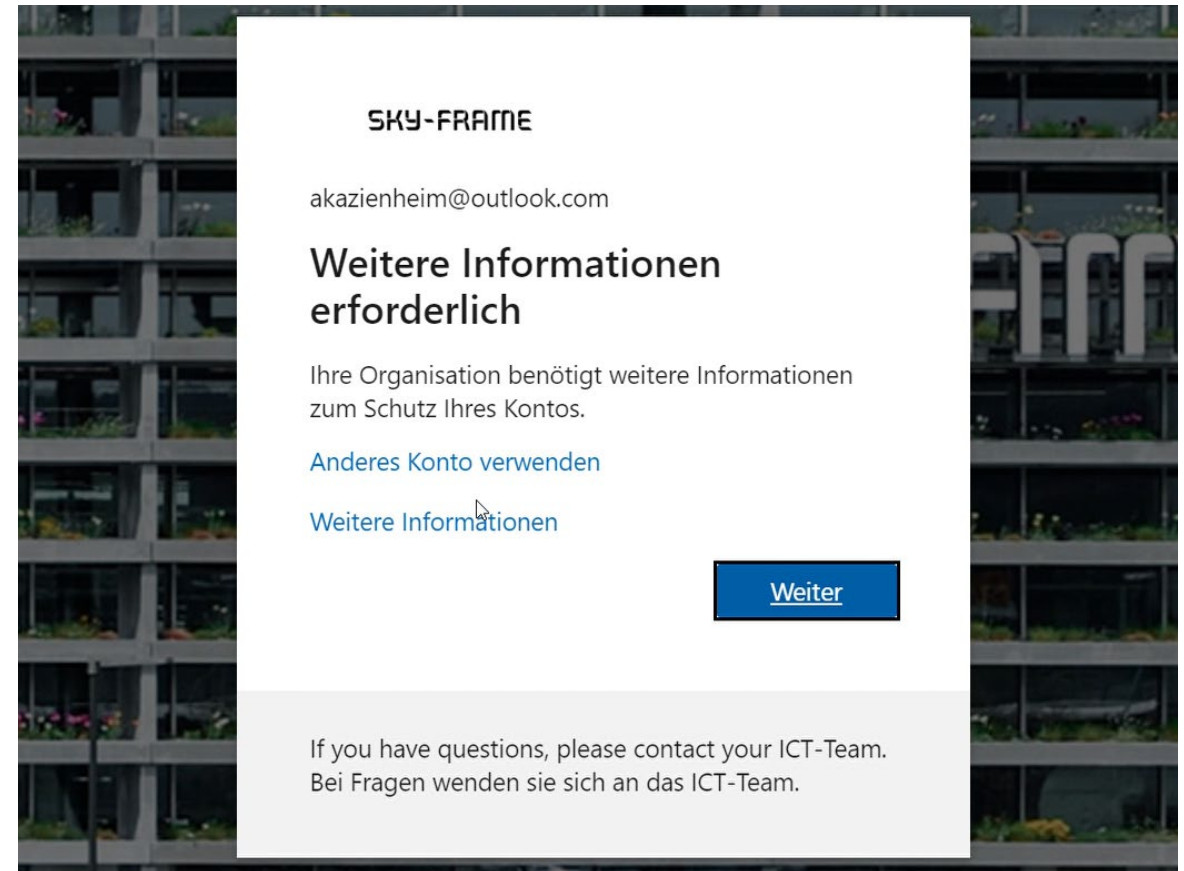
2417835

[Stattdessen Ihr Kennwort verwenden](#)

[Anmelden](#)

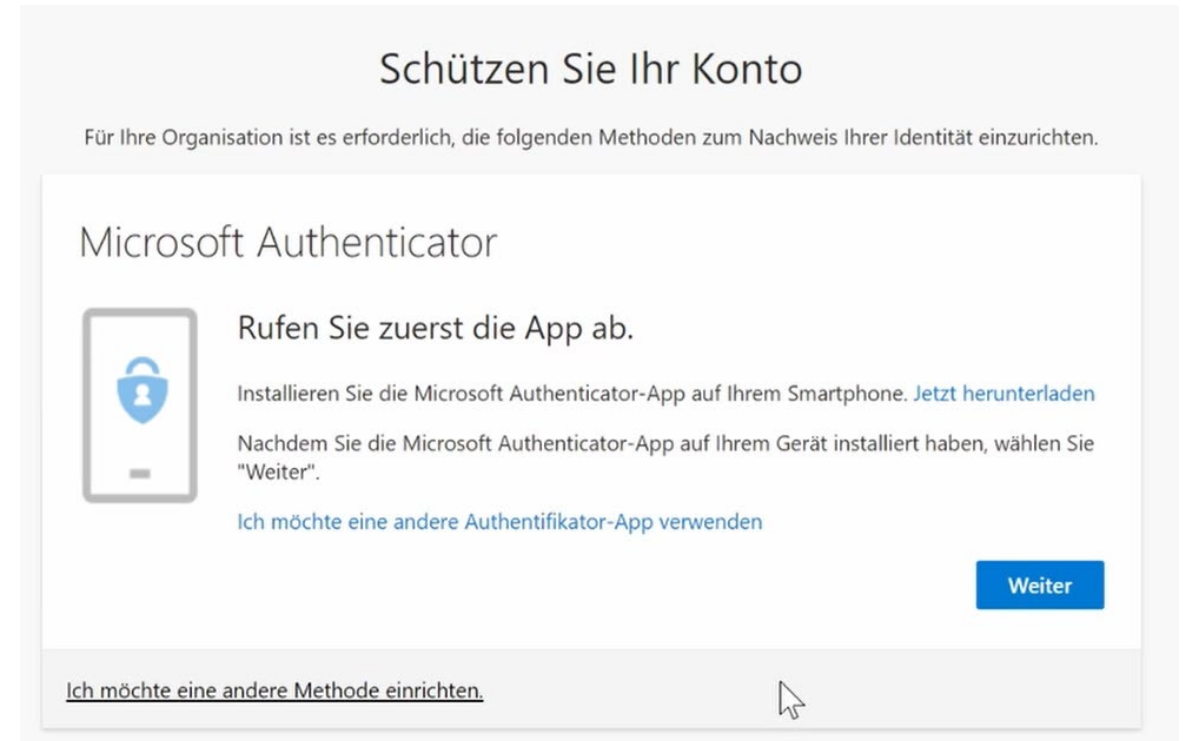
# AFTER SIGNING IN FOR THE FIRST TIME, YOU MUST SET UP

- Click “Continue” to set up at least one of the three options for the second authentication factor.
- We recommend always setting up the app and a telephone number.
  - Via Authenticator app
  - Via SMS
  - Via a call to a telephone number

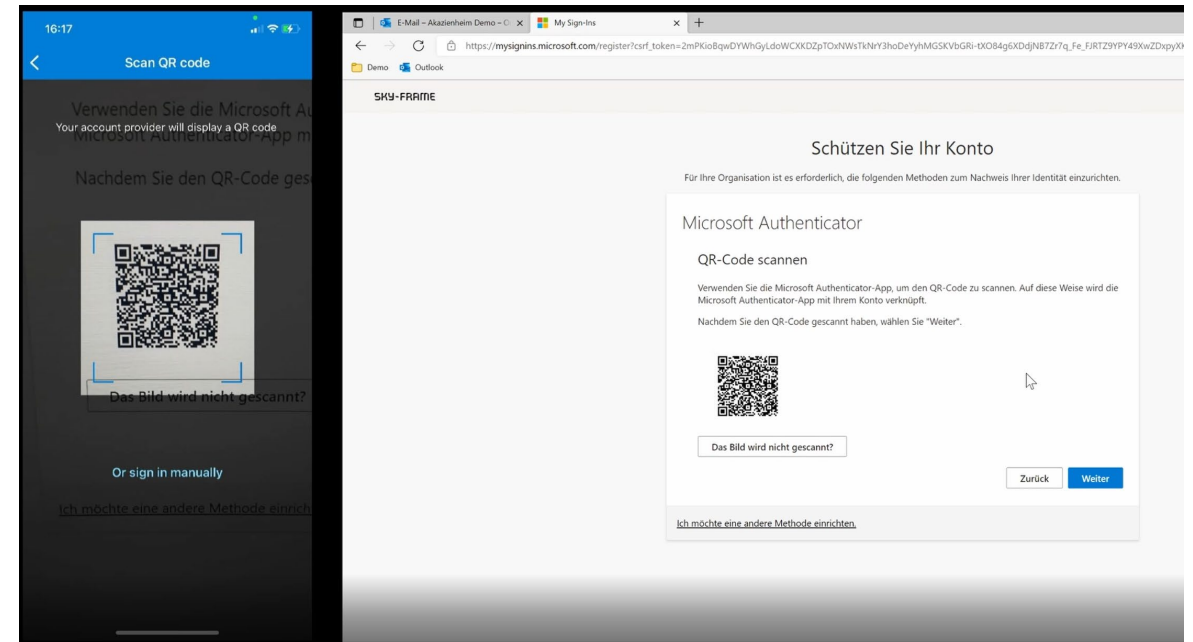




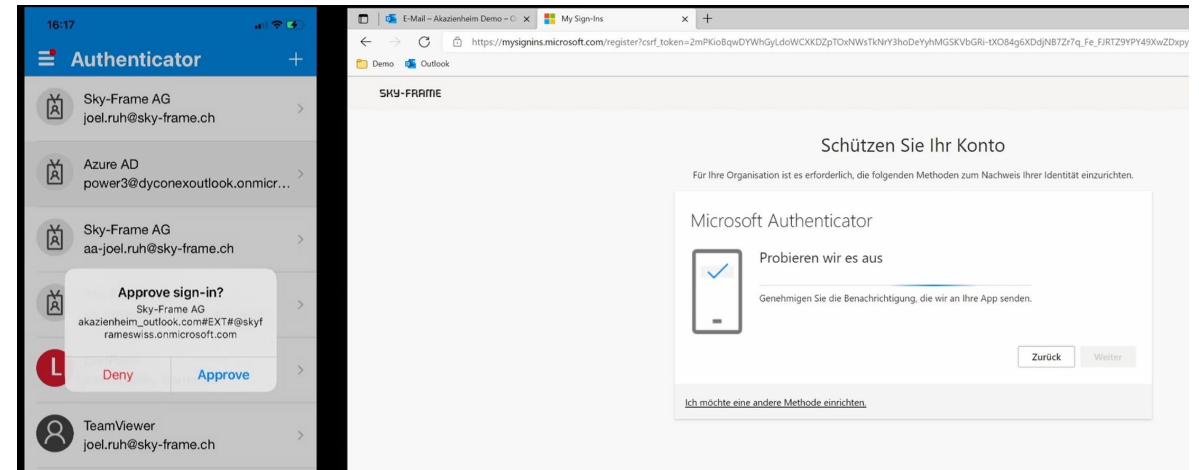
- Install the Microsoft Authenticator app from the store to your smartphone.



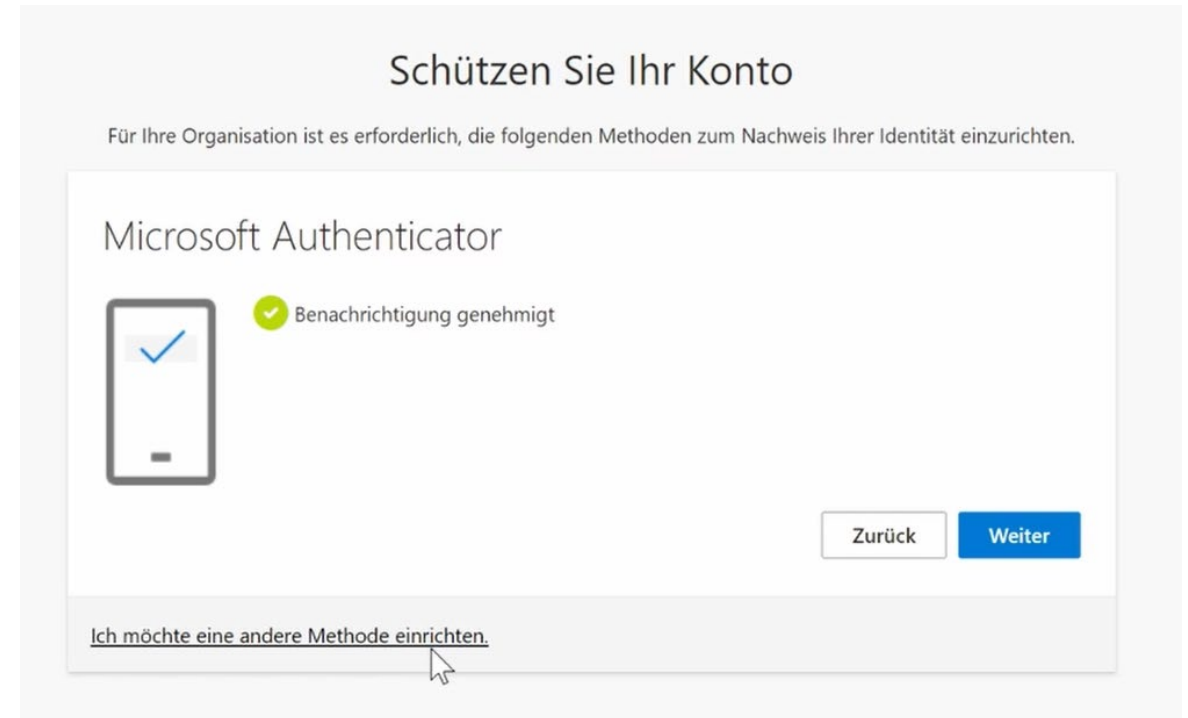
- Use the Microsoft Authenticator app to scan the QR code. This connects the Microsoft Authenticator app with your account.



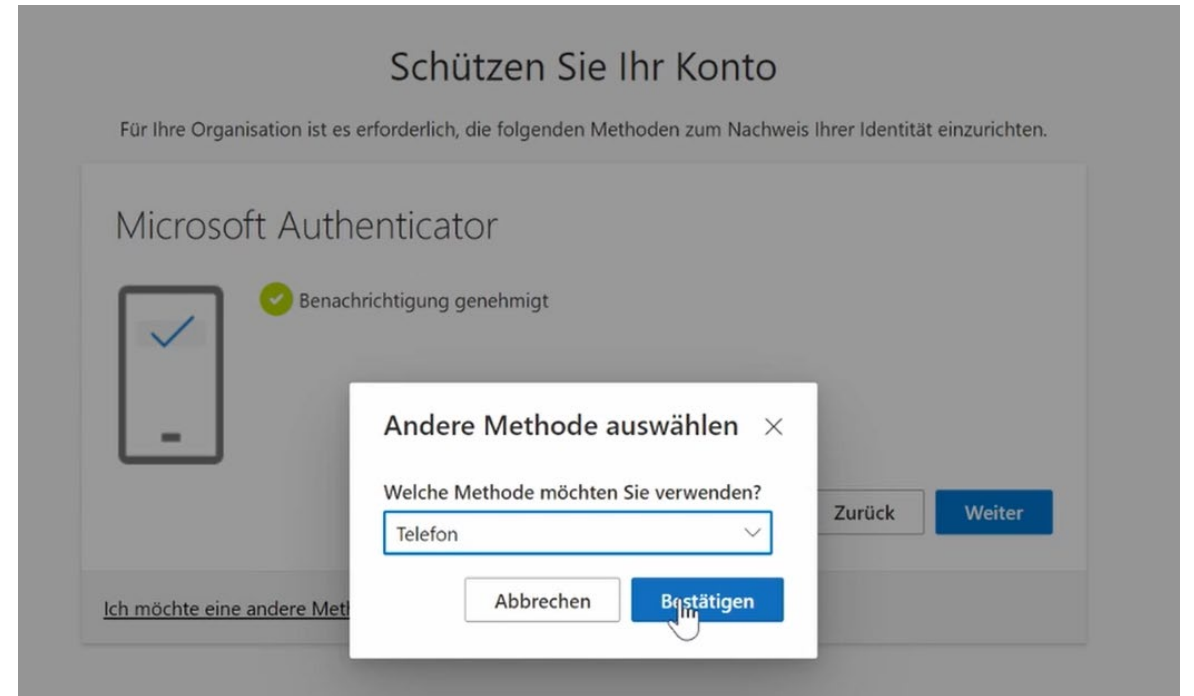
- Test the connections and automatically approve the sent query.



- Set up a second method before continuing.  
This is important in the event that you make a change on the smartphone, as it is linked to the physical device.



- Choose “Telephone” as the method and confirm.



- Choose the country and enter a number.
  - Choose “SMS” or “Telephone call” (mandatory for landlines).

### Schützen Sie Ihr Konto

Für Ihre Organisation ist es erforderlich, die folgenden Methoden zum Nachweis Ihrer Identität einzurichten.

#### Telefon

Sie können Ihre Identität nachweisen, indem Sie einen Telefonanruf annehmen oder einen Code per SMS an Ihr Telefon senden lassen.

Welche Telefonnummer möchten Sie verwenden?

Switzerland (+41) ▾

Telefonnummer eingeben

☒ Code per SMS an mich senden

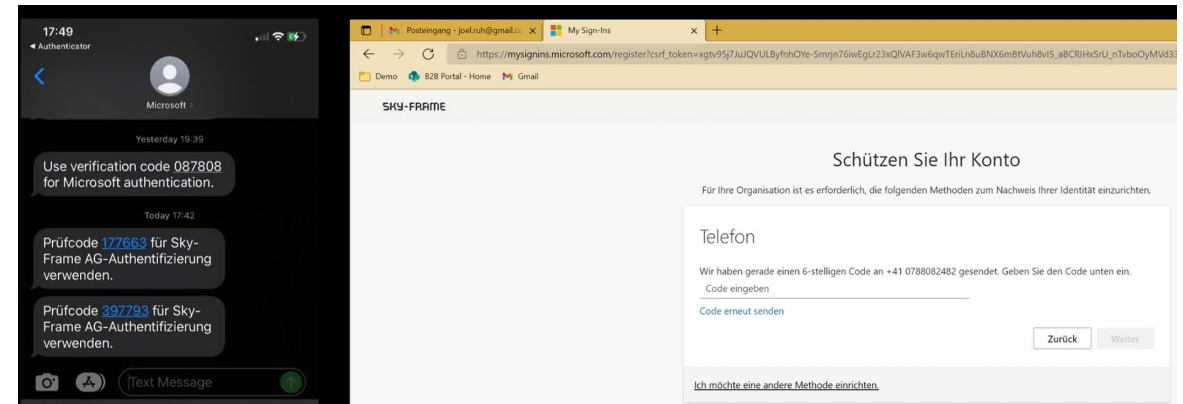
☐ Anruf an mich

Möglicherweise gelten die Nachrichten- und Datentarife. Durch Auswählen von "Weiter" erklären Sie sich mit den [Vertragsbedingungen](#) und [Bestimmungen zu Datenschutz und Cookies](#) einverstanden.

Weiter

[Ich möchte eine andere Methode einrichten.](#)

- Test the connection by entering the sent SMS or confirming the call.



- The security settings are now complete.

## Schützen Sie Ihr Konto

Für Ihre Organisation ist es erforderlich, die folgenden Methoden zum Nachweis Ihrer Identität einzurichten.

### Erfolgreich!

Sehr gut! Ihre Sicherheitsinformationen wurden erfolgreich eingerichtet. Klicken Sie auf "Fertig", um die Anmeldung fortzusetzen.

**Standardanmeldemethode:**

☐ Telefon  
+41 07

Fertig



- Read the terms of use and click “Accept”.

**SKY-FRAME**

Nutzungsbedingungen für Sky-Frame AG

Für den Zugriff auf Sky-Frame AG-Ressourcen müssen Sie die Nutzungsbedingungen lesen.

Terms of Use >

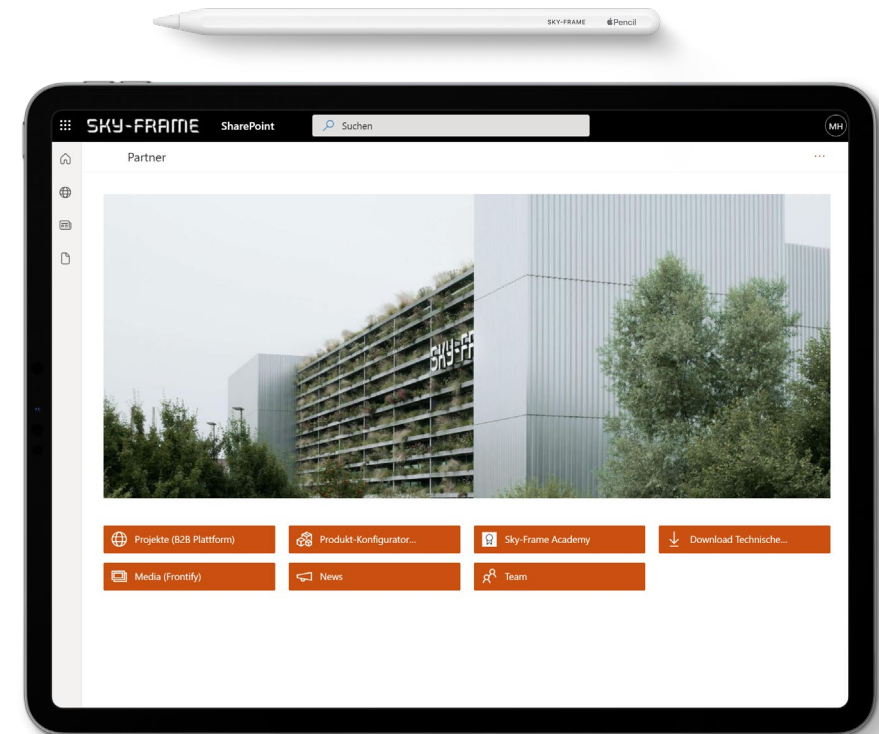
Klicken Sie auf "Annehmen", um zu bestätigen, dass Sie die Nutzungsbedingungen gelesen und verstanden haben.

Ablehnen

Annehmen



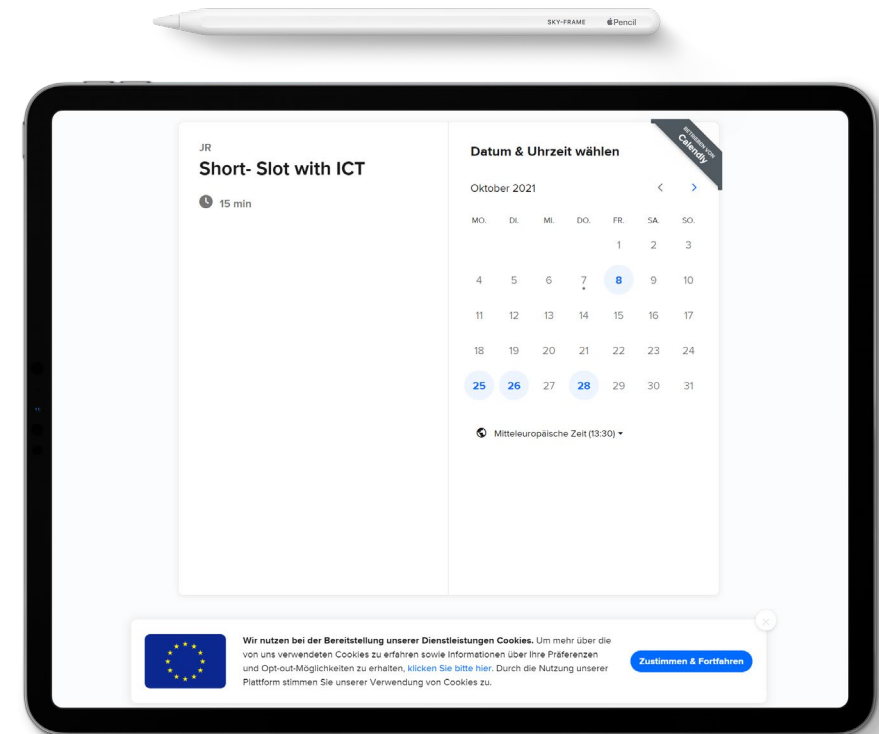
- You will automatically be forwarded to the new partner page.
- Save this as a favourite on your browser, so that you can access it quickly.



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# TECHNICAL SUPPORT

- Do you need technical support?
- Write to us by e-mail at [asm@sky-frame.ch](mailto:asm@sky-frame.ch)
- Book an appointment for a video call at <https://calendly.com/skyjr/ictsky>



**A VIEW,  
NOT A  
WINDOW.**

SKY-FRAME