

Confidential Portal Login URL

Last Modified on 02/10/2023 2:24 pm EST

Overview

External and occasional stakeholders can access the **Confidential Portal** using the confidential reporting URL link provided by their Resolver Administrator or organizational partner.

User Account Requirements

The user account you use to log into Resolver must have Administrator permissions.

Required Information/Setup

To create a confidential login. Please refer to the Create a Confidential Login article.

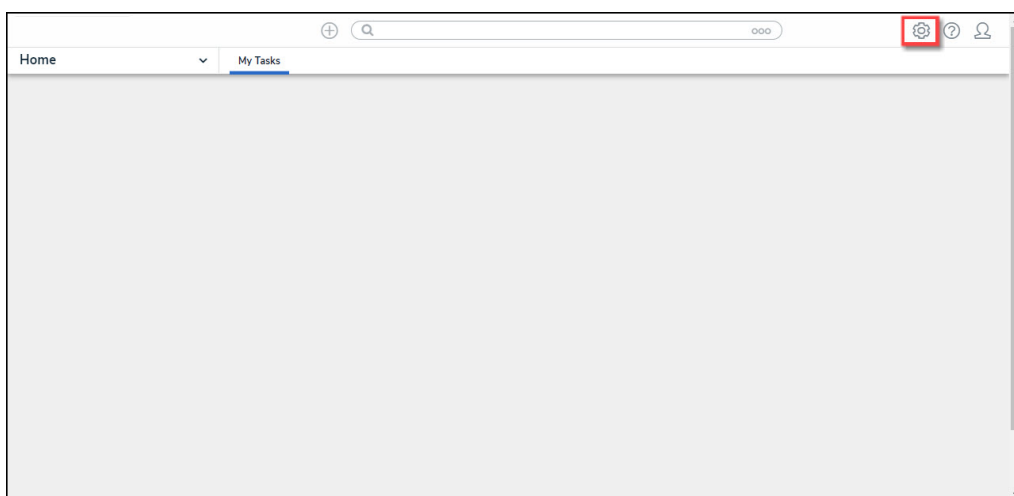
- [Create a Confidential Login](#)

For more information on Confidential Portal Submissions, please refer to the Confidential Portal Submissions article.

- [Confidential Portal Submissions](#)

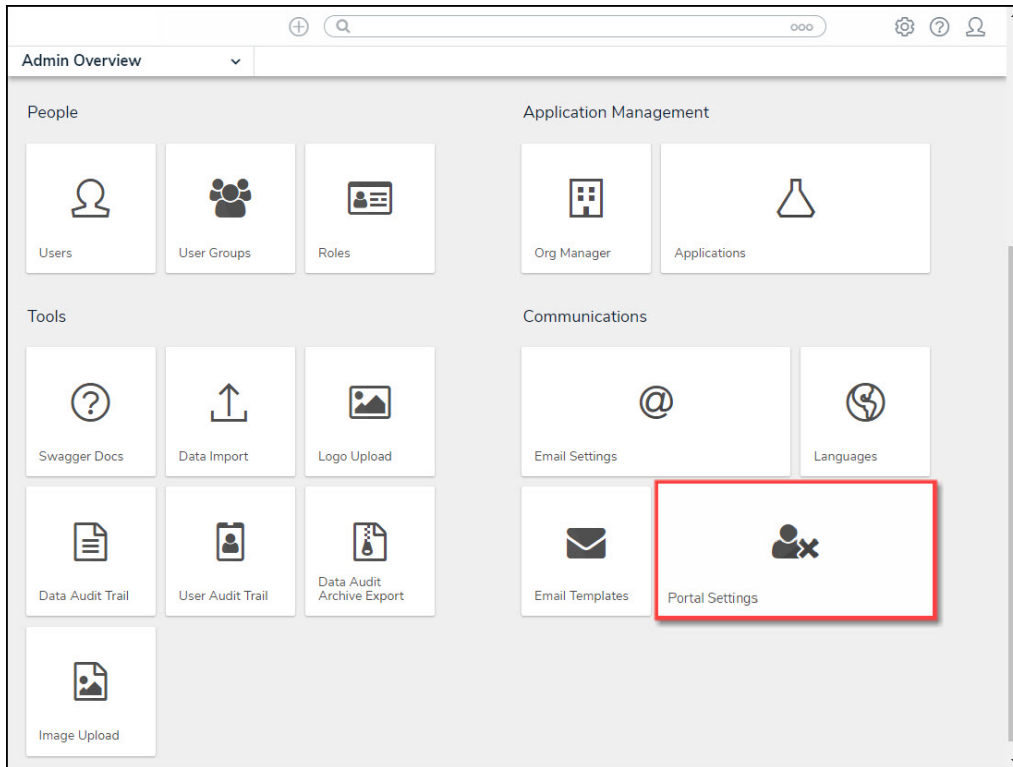
Navigation

1. From the **Home** screen, click on the **System** icon.



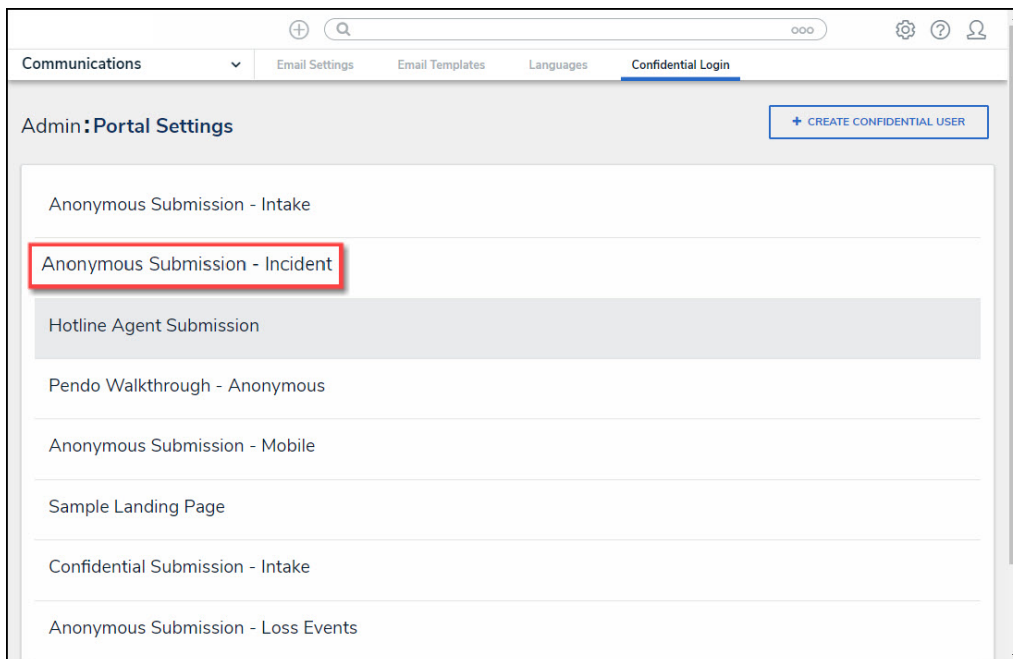
System Icon

2. From the **Admin Overview** screen, click the **Portal Settings** tile on the **Communications** section.



Portal Settings Tile

1. From the **Portal Settings** screen, click a **Confidential User Name** from the list.



Confidential User Name

Generating a Confidential Login URL

1. The **New Confidential URL** screen will appear.

Portal Settings: New Confidential URL

Name: Anonymous Submission - Incident

Description:

User: Confidential Incident

By associating this user to a Confidential URL you are accepting the terms of services. These can be found at <http://www.resolver.com/legal/>

Enable IP Authorization Control

Type: Form

ObjectType: Incident

Form: Incident - IM - 1 - Confidential Submission

Login Uri: <https://...> REGENERATE

DELETE DONE

New Confidential URL Screen

- Using your cursor, highlight the **Login URL** and press the **Right** mouse button to select the **Copy** option from the **Context Menu**.

Context Menu:

- Copy (Ctrl+C)
- Copy link to highlight
- Go to https://...
- Search in sidebar for "https://..." (Ctrl+Shift+E)
- Print (Ctrl+P)
- Read aloud selection
- Open selection in Immersive Reader
- Translate selection to English
- Add to Collections
- Share
- Web select (Ctrl+Shift+X)
- Web capture (Ctrl+Shift+S)
- Get image descriptions from Microsoft
- Inspect

Context Menu

- Paste the **Login URL** in an email or document to send to a Submitter.

Note:

You must generate a new Login URL by clicking the **Regenerate** button if you edit any field on the **New Confidential URL** screen.

The screenshot displays the 'Portal Settings : New Confidential URL' configuration page. The interface includes a navigation bar with 'Communications' and 'Confidential Login' tabs. The main form contains the following fields and options:

- Name:** Anonymous Submission - Incident
- Description:** (Empty text area)
- User:** Confidential Incident (Dropdown menu)
- IP Authorization Control:** Enable IP Authorization Control (Toggle switch)
- Type:** Form (Dropdown menu)
- ObjectType:** Incident (Dropdown menu)
- Form:** Incident - IM - 1 - Confidential Submission (Dropdown menu)
- Login Url:** https:// (Text input field with a color-coded background)

At the bottom right of the form, there is a red 'REGENERATE' button, a red trash icon, and a grey 'DONE' button with a checkmark.

Regenerate Button