



# Oracle Fusion Supplier Portal Guide

Log- In and Reset password  
User manual

دليل بوابة الموردين في أوراكل فيوجن

دليل المستخدم  
لتسجيل الدخول وإعادة تعيين كلمة المرور



# Access Alrajhi Takaful Website

الوصول إلى الموقع الإلكتروني لـ تكافل  
الراجحي

## Sign Into Alrajhi Takaful Website

تسجيل الدخول إلى موقع تكافل الراجحي



1. Access the following URL: : <https://www.alrajhitakaful.com/ar/supplier-services>
2. Select **Supplier Service**

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## Log - In Into Alrajhi Takaful Website

تسجيل الدخول إلى موقع تكافل الراجحي



### 3. Supplier Portal

- بوابة الموردين



#### Supplier Portal (Existing)

The existing registered supplier of Alrajhi Takaful would login using this link with their user name (email ID and password) to check and respond to negotiations, view the POs, create ASN, raise the invoices for payments, and check the invoice & payment status. They would also be able to view and update their supplier data like company details, product and services which they provide, certificates (business classifications), bank account details, etc.

### 4. Welcome email

(from the system, which will prompt you to reset your password)

- رسالة ترحيب عبر البريد الإلكتروني

(تصل من النظام وتحتاج إعادة تعيين كلمة المرور)

Dear Supplier Name,

**Congratulations!** Your Oracle Fusion ART supplier portal account has been successfully created.

Your email id is the user id. Please follow the link below to reset your password.

<https://iadmkf-dev1.fa.ocs.oraclecloud.com:443/hcmUI/faces/ResetPassword>

For any issues, contact Al Rajhi Takaful Supplier administrator.

Thank You,

## Sign - In Into Alrajhi Takaful Website

تسجيل الدخول إلى موقع تكافل الراجحي



5. After entering your password, please click on "Submit"

5- بعد إدخال كلمة المرور، انقر على "إرسال"

The screenshot shows the Oracle Applications Cloud sign-in interface. At the top, it says "Sign In ORACLE APPLICATIONS CLOUD". Below that, there's a "Reset Password" section with two input fields containing "....." and a "Submit" button.

6. Enter User ID (E-mail and password)

6- أدخل اسم المستخدم (البريد الإلكتروني وكلمة المرور)

The screenshot shows the Oracle Applications Cloud sign-in interface. At the top, it says "Sign In Oracle Applications Cloud". The main area has fields for "User ID" (containing "Email@Test.com") and "Password" (containing "....."). It also includes a "Forgot Password" link, a "Sign In" button, and a "Select Language" dropdown set to "English". The Oracle logo is at the bottom right.

## Supplier Password Reset

### إعادة تعيين كلمة مرور المورد

1. Access the Supplier Portal and click on "Forgot Password" to start the recovery process

1- ادخل إلى "بوابة الموردين"، ثم انقر على "نسيت كلمة المرور" لبدء عملية الاسترجاع

The screenshot shows the Oracle Applications Cloud sign-in interface. At the top, it says "Sign In Oracle Applications Cloud". Below that is a form with fields for "User ID" and "Password". A red box highlights the "Forgot Password" link, which is located below the password field. Other buttons include "Sign In" and "Select Language" (set to English). The Oracle logo is at the bottom right.

2. Enter your username, click on "Forgot Password," then select "Submit" to proceed

2- أدخل اسم المستخدم، ثم انقر على "نسيت كلمة المرور"، وبعدها اختر "إرسال" للمتابعة

The screenshot shows the "Forgot Password" page of the Oracle Applications Cloud. The title is "Sign In ORACLE APPLICATIONS CLOUD". It has a field labeled "User Name or Email" containing "email@test.com". Below it is a section titled "Options" with two radio buttons: "Forgot user name" (unchecked) and "Forgot password" (checked). At the bottom are "Submit" and "Cancel" buttons.

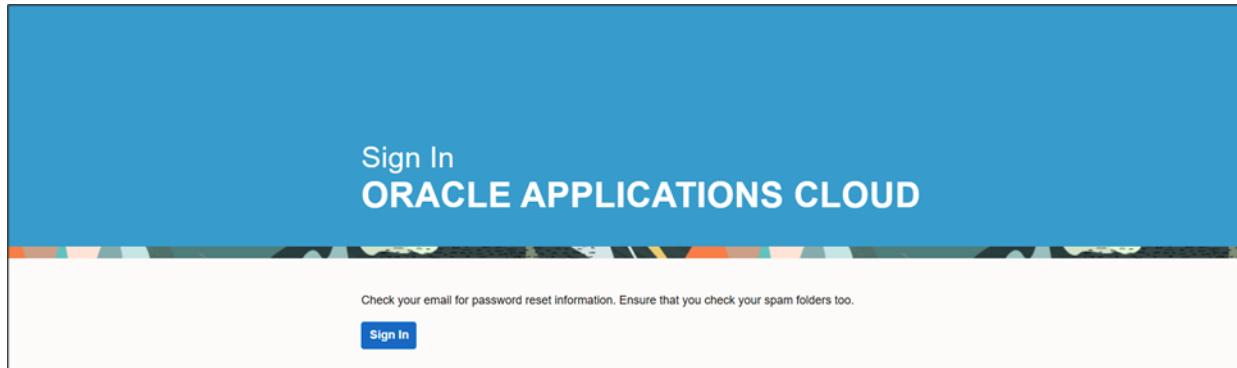
## Supplier Password Reset

إعادة تعيين كلمة مرور المورد



3. You will receive an email at your registered address with a link to reset your password. Click the link to access the password reset page.

3- ستصلك رسالة بريد إلكتروني على عنوانك المسجل تتضمن رابطًا لإعادة تعيين كلمة المرور. انقر على الرابط للانتقال إلى صفحة إعادة تعيين كلمة المرور.



Dear Supplier Name,

You have requested to reset your password for Oracle Fusion Applications through Self Service Portal.

Please follow the link below to reset your password.

<https://iadmkf-dev1.fa.ocs.oraclecloud.com:443/hcmUI/faces/ResetPassword?>

If you did not request this information or have any question, contact your system administrator.

Thank You,  
Oracle Fusion Applications

## Supplier Password Reset

### إعادة تعيين كلمة مرور المورد

4. Enter your new password and then click on "Submit.".

- أدخل كلمة المرور الجديدة، ثم انقر على "إرسال".

Sign In  
ORACLE APPLICATIONS CLOUD

Reset Password

.....  
.....

Submit

5. You will be redirected to the login page. Please enter your username and password, then click on "Sign In".

- سيعاد توجيهك إلى صفحة تسجيل الدخول. أدخل اسم المستخدم وكلمة المرور، ثم انقر على "تسجيل الدخول".

Sign In  
Oracle Applications Cloud

User ID  
Password  
Forgot Password

Sign In

Select Language  
English

ORACLE