

**Bentley®**



**InspectTech**  
CONNECT Edition

Bentley IMS  
Accounts

# Introduction



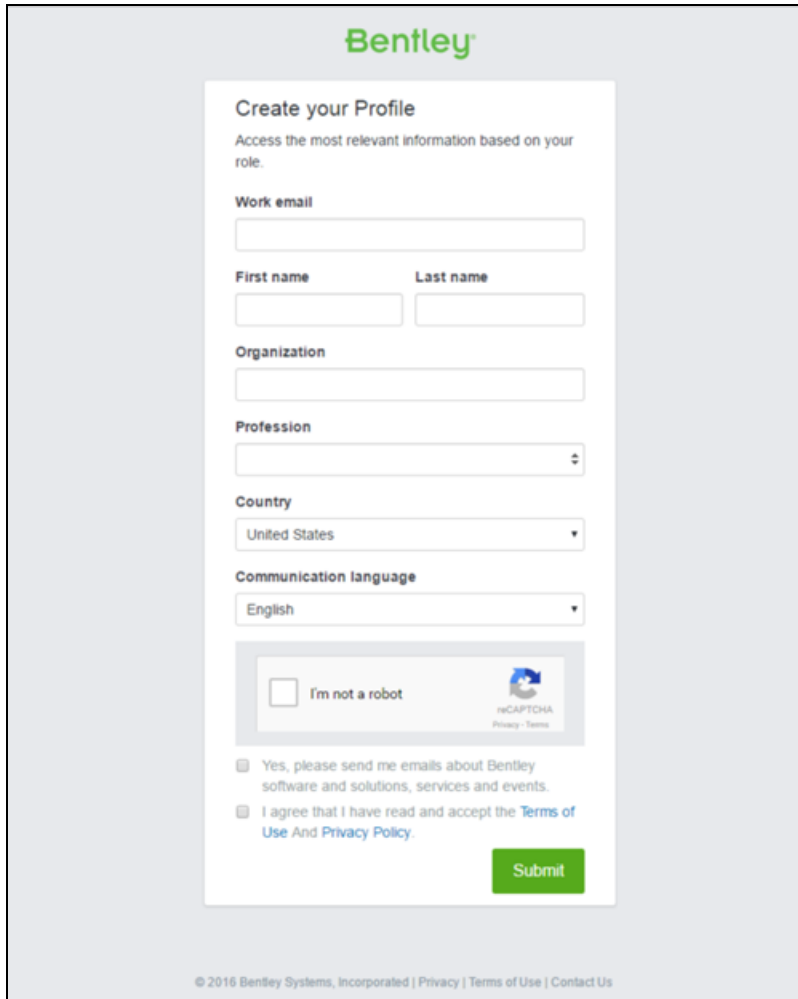
With the release of InspectTech CONNECT Edition (CE), InspectTech is now utilizing Bentley's Identity Management System (IMS). Bentley IMS is a single sign-on system that allows users to use one account for multiple Bentley products. The user's computer remembers the Bentley credentials so that logging in to any Bentley software is quick and easy.

All InspectTech users will now be required to have a Bentley IMS account in order to access InspectTech CE. This involves a one-time Bentley IMS account creation that is described in this document. InspectTech recognizes the Bentley IMS account through email address. The user's InspectTech account email address must match the Bentley IMS email address in order for the single sign-on system to work with InspectTech.

# Bentley IMS - Users

## Create Bentley IMS Account

In order to utilize the IMS authentication, users must complete a one-time registration of a Bentley IMS account. To begin, visit <https://ims.bentley.com/IMS/Registration> or click the *Register* link on the Bentley IMS login screen when trying to sign in to InspectTech.




The screenshot shows the 'Create your Profile' registration form on the Bentley IMS website. The form is titled 'Create your Profile' and includes the instruction 'Access the most relevant information based on your role.' The form fields are: 'Work email' (a single-line text box), 'First name' and 'Last name' (two single-line text boxes), 'Organization' (a single-line text box), 'Profession' (a dropdown menu), 'Country' (a dropdown menu with 'United States' selected), and 'Communication language' (a dropdown menu with 'English' selected). Below these fields is a CAPTCHA section with a checkbox labeled 'I'm not a robot' and a CAPTCHA image. At the bottom of the form are two checkboxes: 'Yes, please send me emails about Bentley software and solutions, services and events.' and 'I agree that I have read and accept the Terms of Use And Privacy Policy.' A green 'Submit' button is located at the bottom right of the form. The footer of the page reads '© 2016 Bentley Systems, Incorporated | Privacy | Terms of Use | Contact Us'.

The *Work Email* textbox is used to enter the work email address tied to the Bentley account. This is the most important aspect of the registration because the Bentley IMS account email address must match the email address of the user's InspectTech user account in order for the IMS authentication to work properly.

Once all of the basic information is complete, check the *"I'm not a robot"* and *Terms of Use/Privacy Policy* checkboxes.

Click the *Submit* button to create the profile.

A verification email will then be sent to the provided email address with an activation link to activate the account. Clicking the activation link in the email will allow the user to create their Bentley IMS account password:





## Create Password

**Password**

**Repeat password**

**Submit**

Once the password is created, the Bentley IMS account creation is complete and the user can now access Bentley products using the single sign-on system:



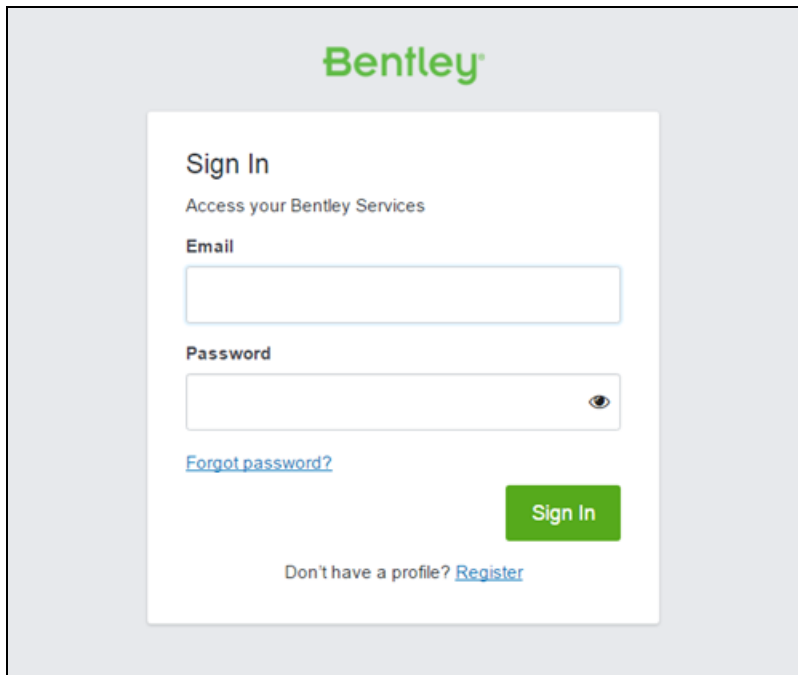
Thank you for registering with Bentley Systems.

Your new account provides quick access to the following:

- To return to the page you were viewing, click [here](#)
- Your [profile](#)
- Resources provided by forums, blogs, wikis, and other content in [Bentley Communities](#)

## Log in to InspectTech with Bentley IMS Account


When a user visits their agency's InspectTech website, they will be prompted to enter their Bentley IMS account credentials:

A screenshot of the Bentley Sign In page. The Bentley logo is at the top in green. Below it, the text "Sign In" is followed by "Access your Bentley Services". There are two input fields: "Email" and "Password". The "Password" field has a toggle icon (an eye) to its right. Below the "Email" field is a blue link "Forgot password?". At the bottom right is a green "Sign In" button. At the bottom center is the text "Don't have a profile? [Register](#)".

**Bentley**

**Sign In**  
Access your Bentley Services

**Email**

**Password**  
 

[Forgot password?](#)

**Sign In**

Don't have a profile? [Register](#)

If the Bentley IMS account email address matches an account within the agency's InspectTech system, the user will be logged in to the system.

If the Bentley IMS account email address does **NOT** match an account within the agency's InspectTech system, the user will be notified and will need to contact the administrator to fix the issue.

# Bentley IMS - Administrators

The main thing that administrators must keep in mind when transitioning users to Bentley IMS accounts is that all of the InspectTech account email addresses must match the email addresses used when creating Bentley IMS accounts.

Administrators should instruct users to sign up for a Bentley IMS account with the proper email address to avoid issues, but InspectTech account email addresses can be changed on the *Manage Users* page of the *Administration* module if necessary:

The screenshot shows the 'Manage Users' interface. At the top, there is a 'Profile Filter' dropdown and a 'Manage Users' title. Below this, a 'Choose a User' dropdown menu is set to '-Create New User-'. The form contains several input fields and checkboxes: 'Account Expiration Date' with a checked 'Never' option; 'First Name', 'Last Name', and 'User Name' text boxes; 'New Password' and 'Confirm New Password' text boxes; 'Password Expiration Date' with a checked 'Never' option and a calendar icon; 'Password Valid For Days' text box; 'Email Address' text box (highlighted with a red rectangle); 'Profile' dropdown menu (set to 'InspectTech'); and 'Time Zone' dropdown menu. A green arrow points to the 'Password Expiration Date' field.

If a user's Bentley IMS account email address does not match an InspectTech account's email address, that user will not be able to access InspectTech and will have to contact the administrator to fix the issue.

**Note:** Bentley IMS requires that all accounts have a unique email address. If users were sharing an email address over multiple InspectTech accounts in the past, each user must now use a unique email address for their Bentley IMS account and notify the administrator to change the email address in their InspectTech user account.