# Mount Sailpoint - Requesting Shared Drives Sinai

## Sailpoint - [RequestingShared] Drives

- 1. Login into Sailpoint
- 2. Once logged in Sailpoint, click on Request Access Button



3. Type in the user's last name, life number, or full name to search for the user you want to request access for



#### 4. Select the User

5. Click on Manage Access, select Entitlement Type = Hospital Shared Drive OR BISLW Shared Drive from the dropdown depending on Access and click apply

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Request Access	
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Add Access	
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## 6. Narrow the search by typing a keyword

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7. Select the share you would like to select

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### 8. Review your selection and submit

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