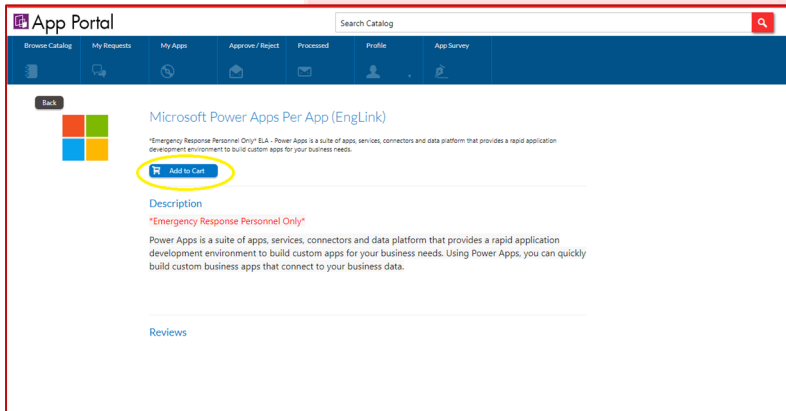


ENLink Pro/Plus Account Request Procedures

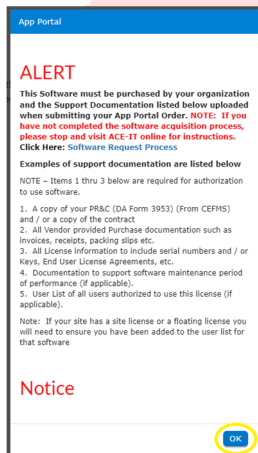
Use the following link to access the App-Portal to submit the request:
(You may need to copy/paste into browser)

<https://app-portal.usace.army.mil/esd/Items/Details?PackagId=14166>

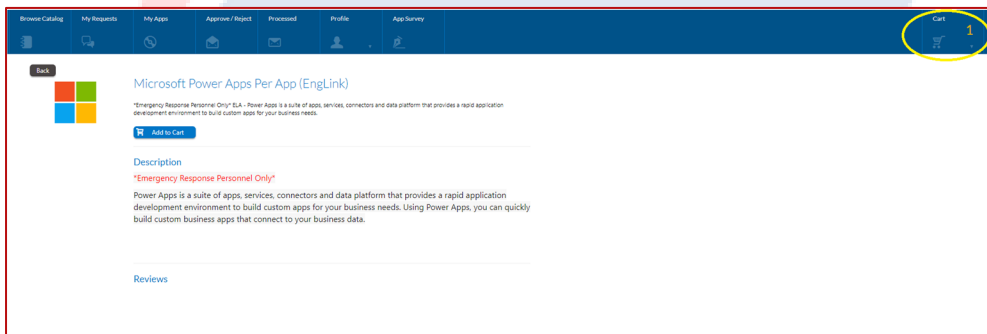
1. Click “Add to Cart”



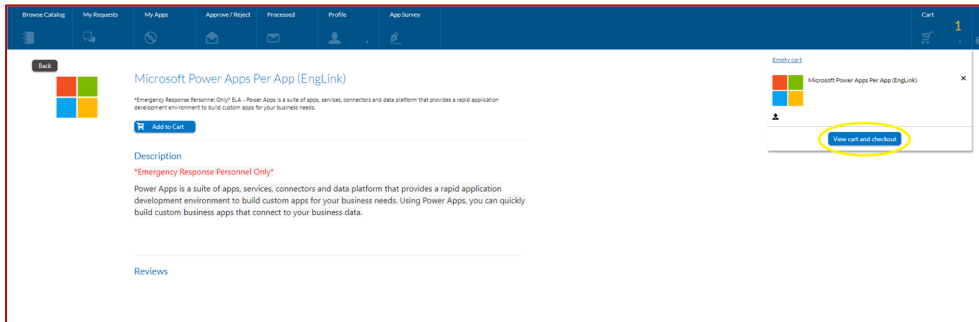
2. Click “OK” on the popup.



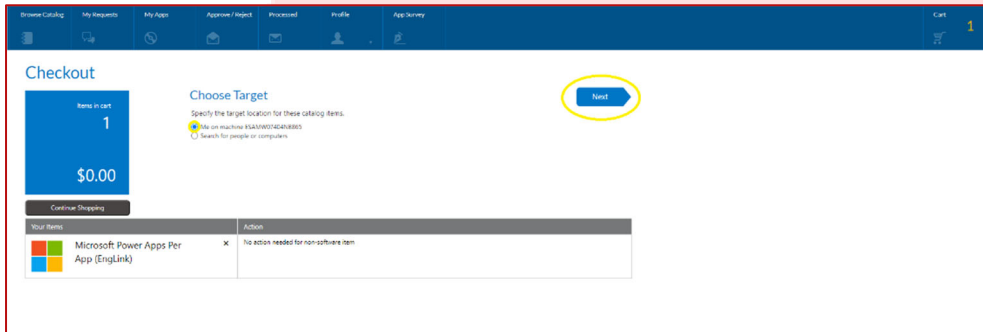
3. Open your cart by clicking the button on the top right of the screen.



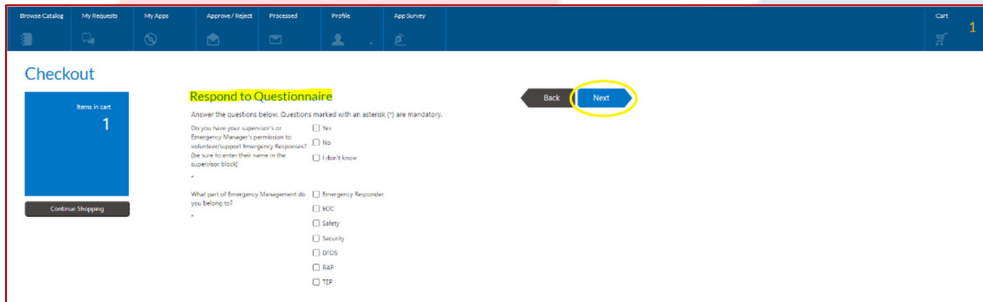
4. Click “View cart and checkout”.



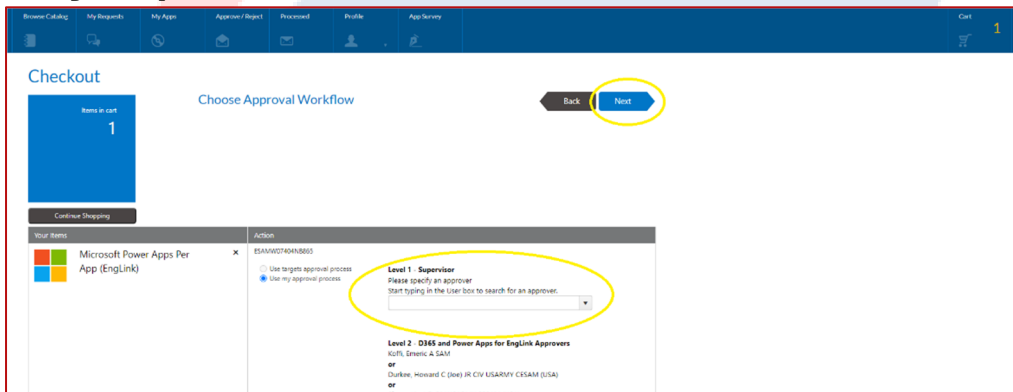
5. Select the top option, “Me on machine xxxxxxxx” and then click Next.



6. Answer the questions and then click “Next”.



7. Enter your supervisor's name and click “Next”.



8. Click “Submit” on the next screen.

The screenshot shows the 'Submit Request' page in the ENLink system. The top navigation bar includes links for Resource Catalog, My Requests, My Apps, Approver / Request, Processes, Profile, App Survey, and Cart (1). The main content area is titled 'Checkout' and 'Submit Request'. It includes a 'Back' button and a 'Submit' button, which is circled in yellow. Below the buttons, there is a 'Summary' section with fields for Machine (ESAM007424N885) and User (SAD235@duke.edu). A 'Continue Shopping' button is also present. At the bottom, there is a table with two columns: 'Your Items' and 'Action'.

Your Items	Action
Microsoft Power Apps Per App (EngLink)	X Approval Workflow Level 1 - Supervisor Duke, Howard C Level 2 - D365 and Power Apps for EngLink Approvers Kohl, Emmet A SAM or Duke, Howard C (User ID: 007424N885, CTEAM: USA)

Find ENLink Pro/Plus training materials, tutorials, and more by clicking [here](#).

For additional support, please contact the [ENLink helpdesk](#) – 877-936-4546.