

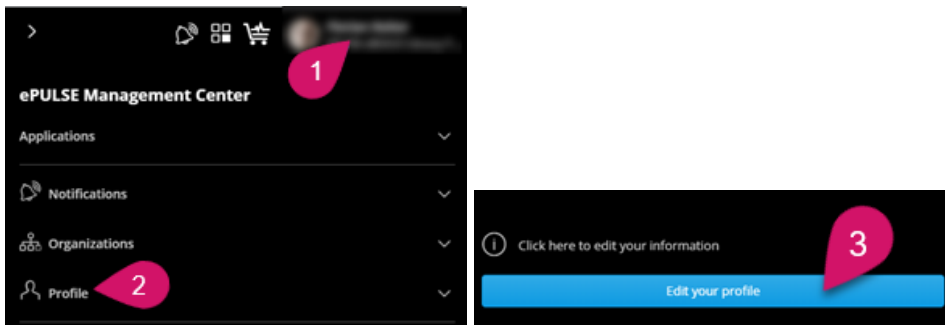
## TechTip: Using personal access tokens [PAT]

A personal access token (PAT) can be used as an alternative authentication method for ePULSE apps and services. In this document, you will learn how to create access tokens for specific ePULSE apps and services and which management options are available within ePULSE for this purpose.

The ePULSE apps and services can generally be used after successfully signing in to ePULSE (according to the rights assigned in the ePULSE user management). Once signed in, you can switch between the available apps without having to sign in again.

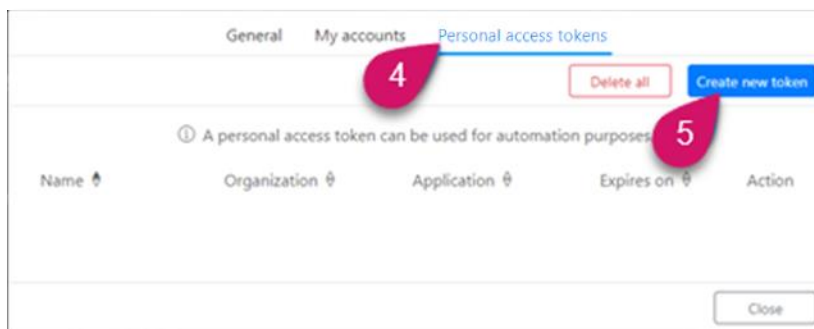
When in certain cases you do not want that ePULSE credentials need to be manually entered for signing in (e.g. when using existing ePULSE API functions, external automations, or third-party tools), you can use access tokens for authentication.

## Create a new access token

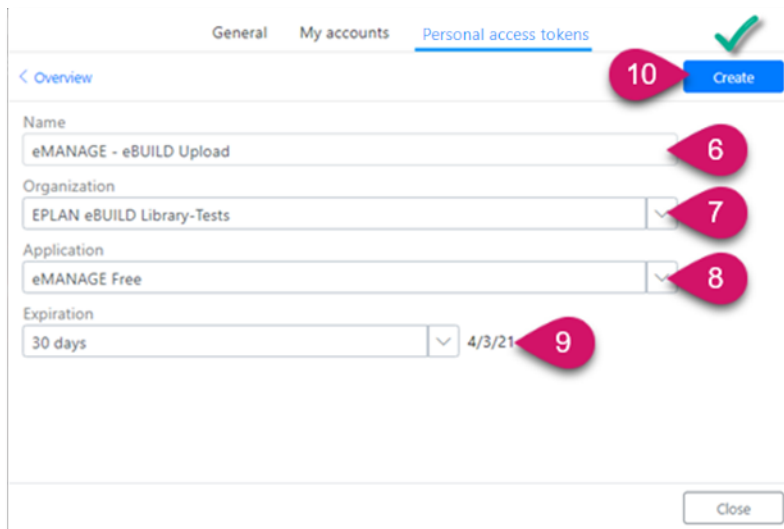


1. Sign in to ePULSE and open the **ePULSE Management Center**.
2. Click on the **Profile** section or tab.
3. Click on **Edit your profile**.

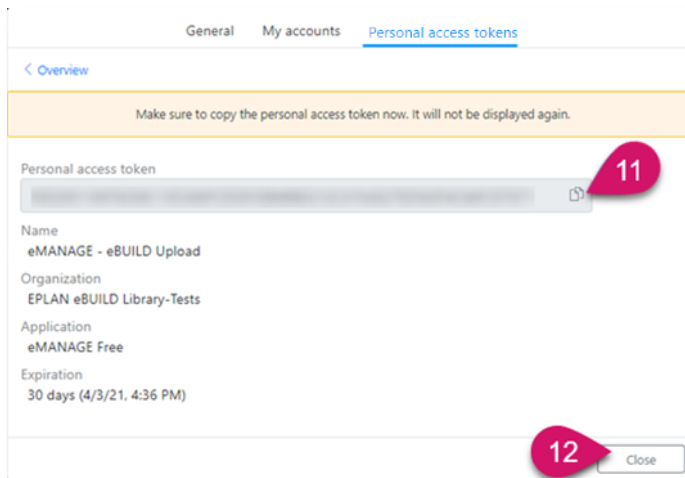
⇒ The dialog for editing your profile opens.



4. Go to the **Personal access tokens** tab.  
⇒ If necessary, increase the window width to make the tab visible.
5. Click **Create new token**.



6. Enter a descriptive name.
7. Select the organization for which the access token should be valid.
8. Select the application for which the access token should be valid.
9. Select an expiration period for the access token.
  - ⇒ Before the access token expires, you will be notified by e-mail.
10. Click on **Create**.



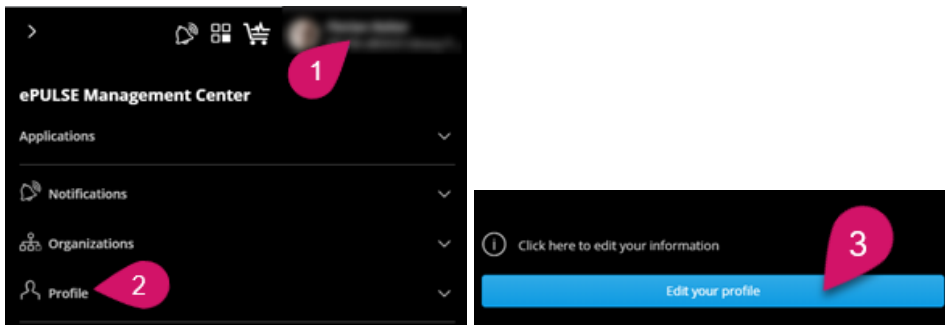
11. Copy the generated access token and store it in a safe place.

⇒ For security reasons, the access token will not be displayed again later. Treat the access token like a sensitive password.

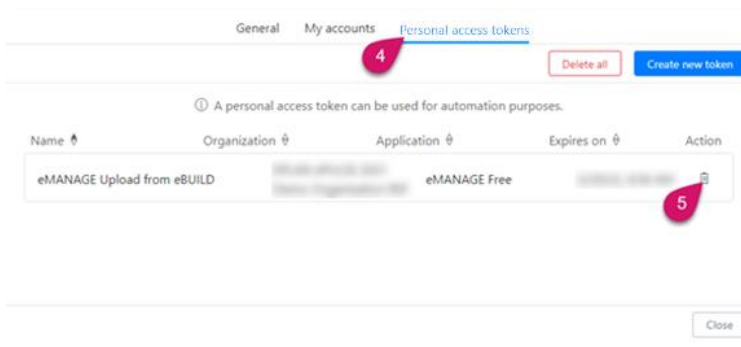
12. Click on **Close**.

⇒ The dialog closes.

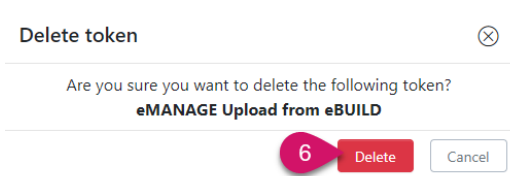
## Delete an access token



1. Sign in to ePULSE and open the **ePULSE Management Center**.
2. Click on the **Profile** section or tab.
3. Click on **Edit your profile**.  
⇒ The dialog for editing your profile opens.



4. Go to the **Personal Access Tokens** tab.  
⇒ If necessary, increase the window width to make the tab visible.
5. Click on the Delete icon for the access token you want to delete.



6. Confirm the security prompt with **Delete** to permanently remove the access token.  
⇒ The access token is permanently deleted and can no longer be used.