

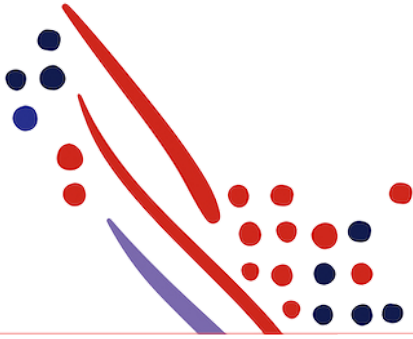


Guide

Using Consent Manager to Control Access to Your Data

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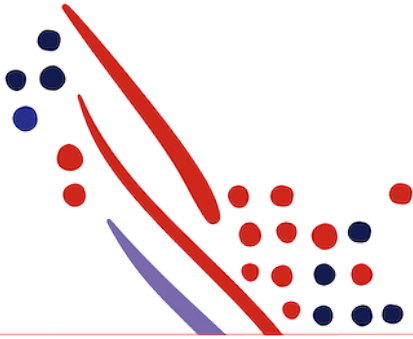


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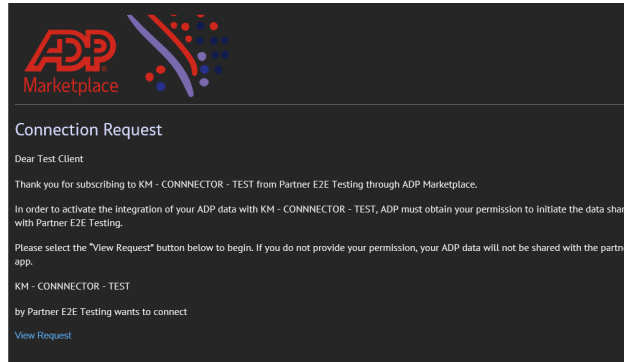
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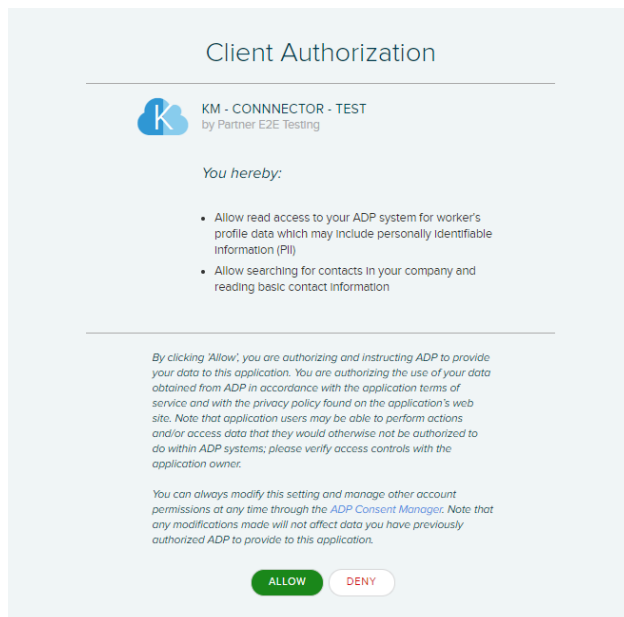
Allow or Deny an Authorization Request from Email

When you purchase an app on the ADP Marketplace that involves system-to-system integration, you will receive an email from ADP requesting consent to release your data to the publishing organization. Follow the steps in this article to view and then allow or deny the request.

1. Open the consent request email message.



- 2.
3. Click the **View Request** link. This will open the consent request in a web page identifying the app, the app publisher, and the permissions requested.



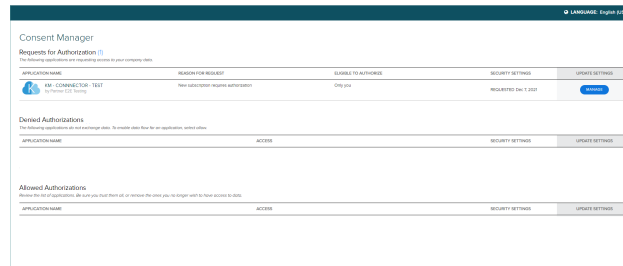
4. Do one of the following:
 - o To allow the app to access your data, click the **Allow** button and then click **Continue** in the confirmation message. You will be redirected to the ADP Marketplace.
 - o To block the app from accessing your data, click **Deny** and then click **I'm Sure** in the confirmation message. In the second confirmation message, you can click the link to open ADP Consent Manager or click the **Log Out** button.

Allow or Deny a Request for Authorization in Consent Manager

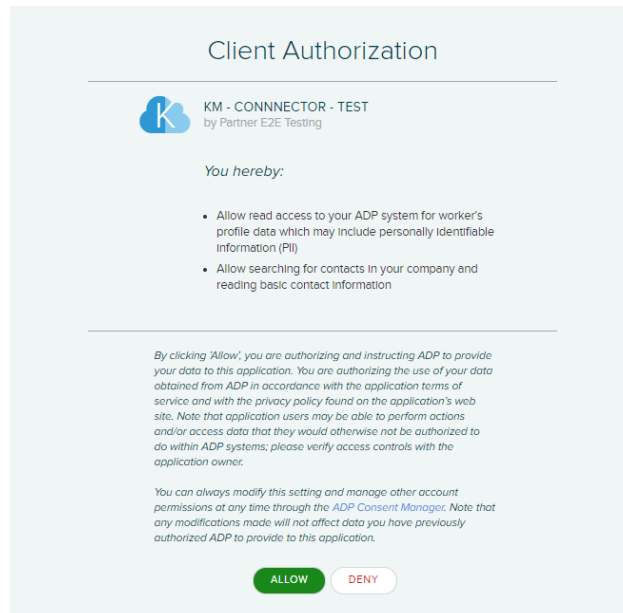
After you purchase an app on the ADP Marketplace, you must give permission to the app before the app can access your organization's data. You can use Consent Manager to see which applications have requested consent to your organization's data and grant access as appropriate.

To **Allow** or **Deny** a Request for Authorization in Consent Manager:

1. In a browser, go to <https://adppapps.adp.com/consent-manager>.
2. If prompted, log in with your ADP credentials. The Consent Manager opens, showing requests, allowed, and denied consents for apps you have purchased.



3. In the Pending Consents list, find the app you are interested in and click the **Manage** button for that app. A Client Authorization modal appears, showing the app name and all of the permissions requested.

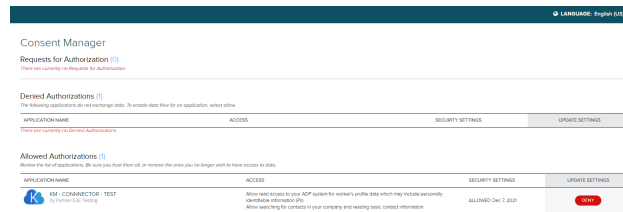


4. Do one of the following:
 - o Click the **Allow** button, and then click **Continue** to confirm your decision.
 - o Click the **Deny** button, and then click **I'm Sure** in the confirmation message.

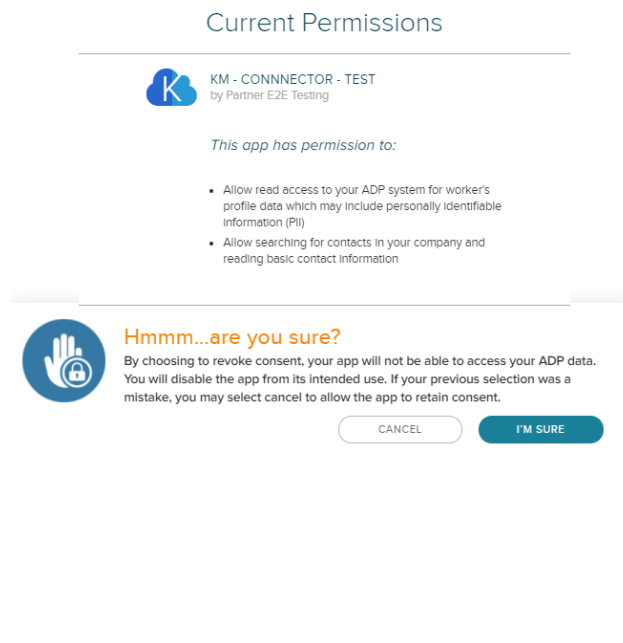
Deny an Allowed Authorization in Consent Manager

To block an app from accessing your data:

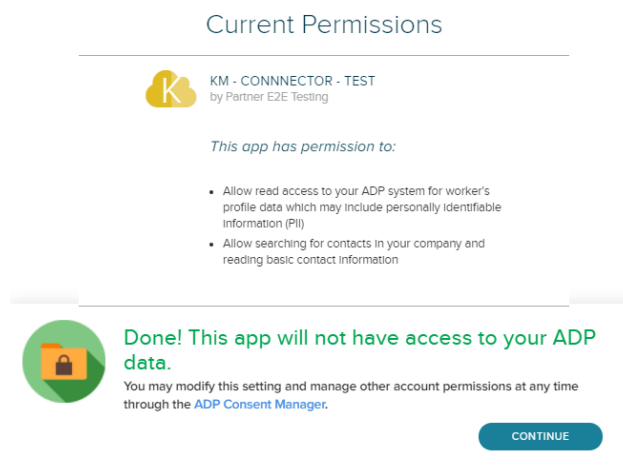
1. In a browser, go to <https://adpapps.adp.com/consent-manager>.
2. If prompted, log in with your ADP credentials. The Consent Manager opens, showing requests, allowed, and denied consents for apps you have purchased.



3. In the Allowed Consents list, find the app that you want to block from accessing your data, and click the **Deny** button for that app. The Current Permissions window appears with an "... are you sure?" message.



4. Click the **I'm Sure** button. A message appears confirming that the app no longer has access to your ADP data.



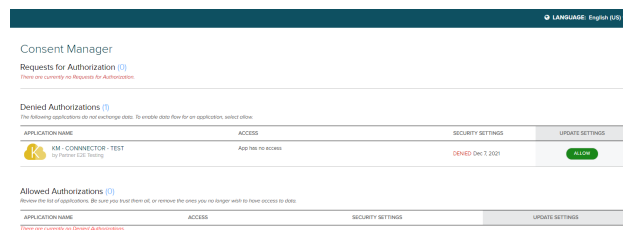
5. Click **Continue** to return to the Consent Manager.

Chapter 4

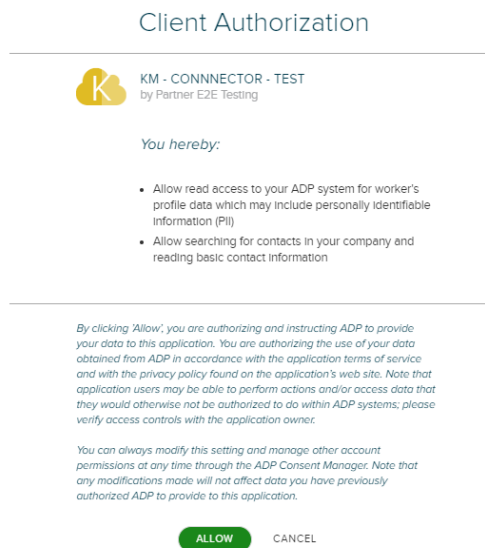
Allowing a Denied Authorization in Consent Manager

To allow access to a previously denied or revoked app:

1. In a browser, go to <https://adppaps.adp.com/consent-manager>.
2. If prompted, log in with your ADP credentials. The Consent Manager opens, showing requests, allowed, and denied consents for apps you have purchased.



3. In the Denied Consents list, find the app that you want to allow to access your data, and click the **Allow** button for that app. The Consent Request window appears.



4. Click the **Allow** button. A message appears confirming that the app now has access to your data.

Client Authorization



KM - CONNECTOR - TEST
by Partner E2E Testing

You hereby:

- Allow read access to your ADP system for worker's profile data which may include personally identifiable information (PII)
- Allow searching for contacts in your company and reading basic contact information



Good job! This app is now connected to your ADP workforce data.

We've recorded your consent successfully. No further action is required.

CONTINUE

5. Click **Continue** to return to the Consent Manager.