



PegasusTM

an Avetta Company

Connecting a competent workforce

PEGASUS GATEWAY

USER GUIDE
Version 1 Release

Pegasus Gateway Overview

Pegasus now manages over 390 client sites. We realise connectivity needs to be easier when you are working across multiple clients, so we created Pegasus Gateway to make things easier!

It's a new dashboard that allows you to link all the Portals you access in one handy location. Linking your logins allows you the power to move between Portals with ease, and without multiple login accounts!

- Pegasus Gateway is your **key to connect** your business and workforce to our industries and networks. It will allow you to manage all your Pegasus compliance requirements with **one username and password**.
- Once you register for a Pegasus Account, you can link client Portal Tiles to your Pegasus Gateway Dashboard.
- Finding the right place to stay compliant and keep working for a client is as simple as clicking a Portal Tile from your Dashboard.
- This tool is focused on our Contracting Companies (ConcoWeb users)

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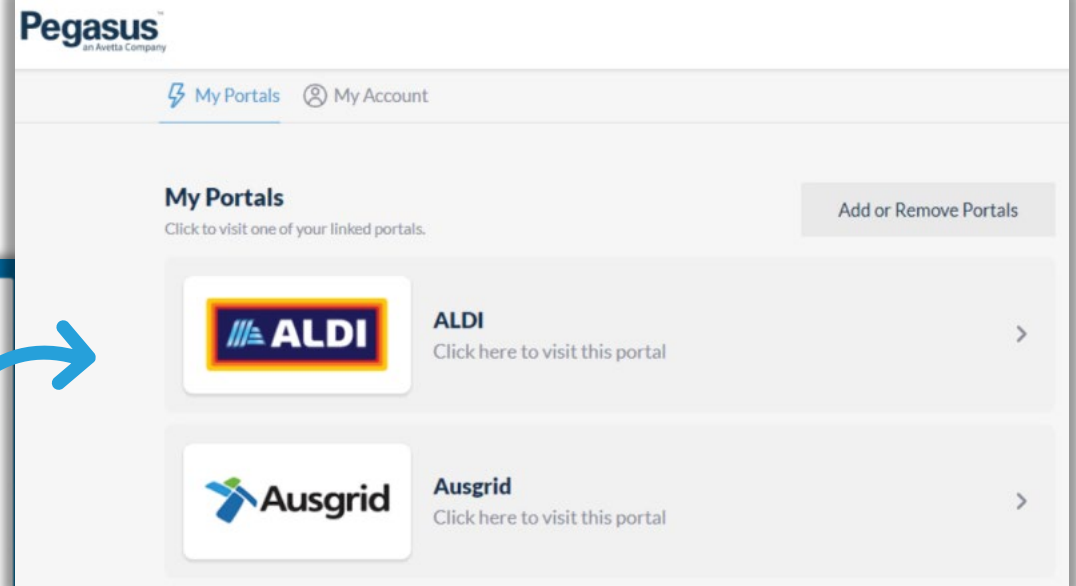
Email Address

Continue

or

Forgot Login Details?

[What is a Pegasus Account?](#)



The screenshot shows the Pegasus Gateway dashboard. At the top left is the Pegasus logo with the tagline 'an Avetta Company'. Below the logo are two navigation links: 'My Portals' (with a lightning bolt icon) and 'My Account' (with a person icon). The main section is titled 'My Portals' and includes a sub-header 'Click to visit one of your linked portals.' and a button 'Add or Remove Portals'. There are two portal tiles displayed: one for ALDI with the text 'ALDI Click here to visit this portal' and a right-pointing arrow, and one for Ausgrid with the text 'Ausgrid Click here to visit this portal' and a right-pointing arrow.



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CREATING A PEGASUS ACCOUNT

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Pegasus Gateway Registration

Pegasus Gateway requires a valid email address to register your account with.

Follow the registration process to start your journey to a more efficient Pegasus experience

Click the “What is a Pegasus Account” if you need to manually create one, or perhaps are directing someone else to create one.

Press Register to send your activation email.

- Visit <https://login.poweredbyonsite.com> and choose one of the two options to create an account. Option 2 is typical for most users.
- Ensure your Password has minimum of 8 Characters including 1x Capital letter and 1x number. Consecutive numbers or consecutive symbols can't be used.
- Activate your new account from the registration email in your inbox.
- Registration emails are only valid for 24 hours. If you did not activate it in this time you can be prompted to re-send the activation email.

What is a Pegasus Account?

Did you know Pegasus has been managing worker compliance across the world for more than 20 years? Over this time we've had a variety of account options but we can now offer everyone a single, simple login to all of our mobile and web-based products no matter who you are, or which products you use.

Option 1 - Create Your Account Over the Phone

You can call our friendly Pegasus Support team and we'll help you setup your Pegasus Account over the phone, ensuring you're matched up to your correct profile information. We're available Monday to Friday from 7am to 7pm local time, in the following countries:

Australia: 1300 441 433
New Zealand: 0800 700 136

Option 2 - Create an Account (Advanced)

Click [here](#) to create your account. Once your account is created, you will need to link your legacy Onsite ID and Password to it. If you don't have your legacy Onsite ID and Password on hand, then please follow the instructions above in Option 1.

Go Back

Register Account

Email

Full Name

Webinar Training

Password

Confirm Password

Cancel

Register

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Email Address

Continue

or

Forgot Login Details?

What is a Pegasus Account?

Pegasus Gateway Registration

Pegasus Gateway requires a valid email address to send the registration link to.

Click the Activate My Account button

You can now log in with your newly created account.

- Email will come from noreply@pegasus.net.au so check your junk email if missing
- Follow the validation steps to approve your login.

Register Account

Email

Full Name

Password

Confirm Password

Please Activate Your Pegasus Account

Hello Webinar Training,

A Pegasus account has been created for you, using this email address. A Pegasus account enables you to manage your worker compliance, complete training, and access the Sites of your clients who use the Pegasus Site access solution.

Your account can also be used to download the [Pegasus Mobile App](#) to view your own profile.

Please click the button below to complete your account registration.

If you are unable to click the link above, please copy and paste the following link into your web browser:
<https://qa.onsitetrackeasy.com.au/account/passwordReset/verify/1e3e...>

Visit the [Pegasus Help Center](#) if you require assistance, or contact our friendly team directly:

Email: support@pegasus.net.au
Phone: (Australia) 1300 441 433
Phone: (New Zealand) 0800 700 100

Kind Regards,
The Pegasus Team.

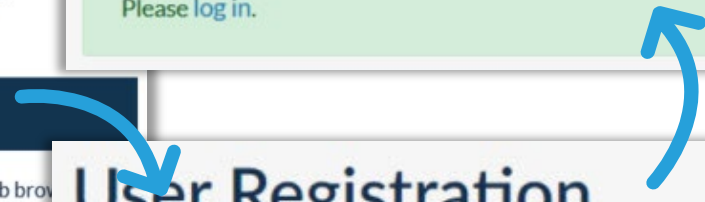
Validate User Registration

Your account registration email validated!

Please [log in](#).

User Registration

Your account registration email was sent - check your mail!





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LINKING PORTAL TILES

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Pegasus Gateway – Linking Portals

The Pegasus Dashboard is your home.

1. Your list of portals sits under here

2. Your account settings and password can be reset under here

3. Add or Remove Portals from this button

4. PegasusNext information blog posts are visible here

5. Manage logging out of this webpage from here

Lets now add some portals by clicking on the Add or Remove Portals Button.

- You will require a valid Onsite Track Easy Username and Password to move past this point.
- Contractor Company Administrators are typical the users who have one of these account.





The screenshot shows the Pegasus Gateway dashboard. At the top left is the Pegasus logo (an Avetta Company). To its right are navigation links for 'My Portals' (with a lightning bolt icon) and 'My Account' (with a person icon). A 'Menu' dropdown is in the top right corner. Below the navigation is a 'My Portals' section with the text 'Click to visit one of your linked portals.' and a large button labeled 'Add or Remove Portals'. A message states 'No Portals Added to your Account' with a link 'Add a Portal'. To the right is a 'Pegasus News' section with the text 'The latest articles from Pegasus.' and a 'View All' button. A news article titled 'Workers Can Now Check Compliance in Mobile App' is displayed, with a 'Read More' link at the bottom. Five blue circular callouts with white numbers 1 through 5 are overlaid on the dashboard: 1 points to the 'My Portals' link, 2 points to the 'My Account' link, 3 points to the 'Add or Remove Portals' button, 4 points to the news article, and 5 points to the 'Menu' dropdown.


Pegasus Gateway – Linking Portals

1. Click on the Portal you wish to Add
2. Enter in your Onsite Track Easy User ID and Password. This is NOT the Pegasus gateway account you just created. Its for your Legacy Onsite program access.
3. Press Link Onsite Account

- You will require a valid Onsite Track Easy Username and Password to move past this point.
- Contractor Company Administrators are typical the users who have on of these account.

Add or Remove Portals

	Acciona Click here to add this portal	<input type="button" value="Add"/>
	Aeris Resources Click here to add this portal	<input type="button" value="Add"/>
	ALDI Click here to add this portal	<input type="button" value="Add"/>
	Amazon Click here to add this portal	<input type="button" value="Add"/>



Dear Damien Challenge,

Here is your login to **Onsite Track Easy**.
Onsite is a risk management system for compliance records

Your Onsite web password has been reset.

Username: 3344621
Password:

EXAMPLE

Pegasus Gateway – Linking Portals

4. Once linked, you may be requested to enter in a Company Pre-Qualification login. Enter in or press “Skip this Step” if unsure. You can always add this later.

5. Once relevant account are linked, they will now show in the Dashboard home page.

- Company Pre-Qualification accounts are created in a separate Portal. See <https://Pegasus.net.au/contractors> and review a specific client page to see if you require one.
- It is an optional account. If added it will show Manage Companies when managing items in the Worker Portal.
- Not all Company Administrators will have that account. Speak to a Pegasus Representative if you think you should have one.

The image displays a sequence of three screenshots from the Pegasus Gateway interface, illustrating the process of linking accounts and the resulting dashboard.

Screenshot 1: Link your Onsite Account
This screen prompts the user to review information and enter their onsite credentials. It includes a text box for the 'Onsite Username' and a password field for the 'Onsite Password' with a 'Show' button. A blue arrow points to the 'Link Onsite Account' button at the bottom.

Screenshot 2: Link your Company Prequal Account
This screen prompts the user to review information and enter their company prequal credentials. It includes a text box for the 'Company Prequal Username' and a password field for the 'Company Prequal Password' with a 'Show' button. A blue arrow points to the 'Link Company Prequal Account' button, and another blue arrow points to the 'Skip This Step' button.

Screenshot 3: My Portals Dashboard
This is the 'My Portals' dashboard, which shows a list of linked portals. A green notification banner at the top states 'ALDI portal added successfully'. Below this, the 'ALDI' portal is listed with its logo and a 'Click here to visit this portal' link. A blue arrow points from the 'Link Company Prequal Account' button in the previous screenshot to this dashboard.



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**WORKING WITH THE
DASHBOARD**

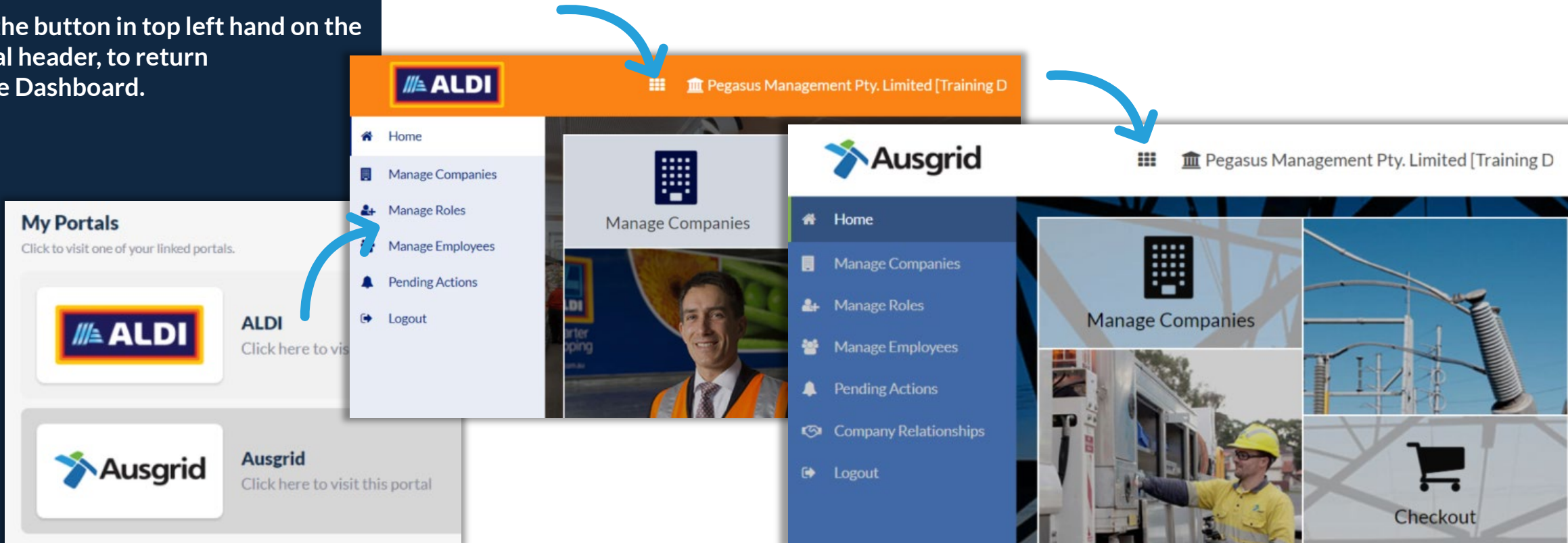
Pegasus Gateway Dashboard

The Pegasus Gateway Dashboard button will allow you to exit a Portal and return to the Dashboard, at any time.

Quickly move from Portal to Portal without having to re-enter your user credentials.

Use the button in top left hand on the Portal header, to return to the Dashboard.

- The dashboard displays all your Portal Tiles in one location
- Manages your Account Settings
- Is accessible on all screens (except Onsite Track Easy currently)
- Press the “Pegasus Gateway” Icon to return to the Dashboard. Its located next to your username on top of the screen.
- Jump into a different Portal or Onsite Track Easy straight away if required.





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**MANAGE ACCOUNT
SETTINGS**

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Pegasus Gateway – Manage Accounts

The My Account area allows you to unlink an account, change your Pegasus Gateway Password, or Add/Unlink a Company Pre-Qual account.

- You can not change your Pegasus Gateway Email address. Talk to a Pegasus Representative if it is required.
- Clicking on either Onsite or Company Prequal accounts will show you what accounts is currently linked.
- You would typically unlink an account if a password for that account was changed. You will need to re-link the account and its new password, for the change to take effect.
- If adding an incorrect account, you will be notified by an error message.

The screenshot displays the 'My Account' section of the Pegasus Gateway interface. It is divided into two main columns: 'My Account' and 'Linked Accounts'. The 'My Account' column contains three rows for updating account details: 'Account Holder Name' (Damien Challen), 'Account Holder Email Address' (dchallen@pegasus.net.au), and 'Password'. The 'Linked Accounts' column shows two linked accounts: 'Onsite Account' and 'Company Pre-Qual Account', both marked as 'Linked'. A blue arrow points from the 'Update' button for the 'Onsite Account' to a modal window titled 'Unlink your Onsite Account'. The modal contains a warning message, the 'Onsite Username' (3344681), and two buttons: 'Unlink Onsite Account' (in red) and 'Cancel'.

My Account
A summary of your Pegasus Account details.

Account Holder Name Damien Challen	Update
Account Holder Email Address dchallen@pegasus.net.au	Update
Password ●●●●●●●●	Update

Linked Accounts
Legacy credentials linked to your account.

Onsite Account Linked	Update
Company Pre-Qual Account Linked	Update

Linked credentials are important when adding portals to your Pegasus Account. These legacy credentials enable your Pegasus Account to work seamlessly with all of the Pegasus Portals available. If you require assistance with linking or unlinking your legacy credentials, please [contact our friendly support team](#).

Unlink your Onsite Account

Please review the information below

The Onsite credential below is linked to your Pegasus Account. This linked credential enables your Pegasus Account to work seamlessly with all of the Pegasus Portals available. You can unlink this credential using the button below, but doing this is not recommended. Unlinking will cause some or all of the Portals added to your account to be removed. If you are unsure, please [contact our friendly support team](#) for assistance.

Onsite Username

3344681

Unlink Onsite Account

Cancel

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FOR QUESTIONS OR ASSISTANCE, PLEASE CALL

AU 1300 441 433

NZ 0800 700 136

OR EMAIL info@pegasus.net.au