

# Coupa API Provider Setup

Last Modified on 03/16/2020 3:41 pm EDT

To authenticate a Coupa instance, you must first locate your credentials. You will need the site address and API key to provision an instance with Coupa.

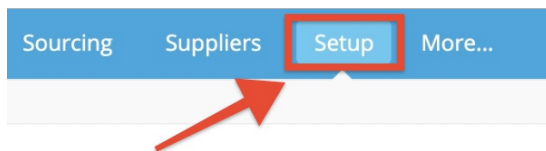
## Locate Credentials for Authentication

Follow the steps below to locate your credentials.

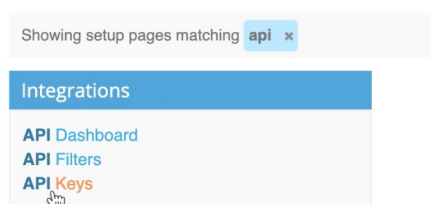
1. Go to the Coupa site address - <https://cloudelements-coupalink-demo.coupacloud.com>
2. Sign in with your **username** and **password**.



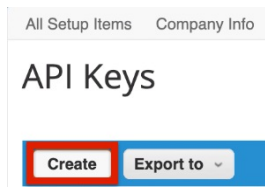
3. Once signed in, click on the **Setup** button on the top right corner.



4. On the setup page, go to the search bar and search for API keys.



5. The API keys page opens up. Click the **Create** button to generate an API key for yourself.



6. The Create API keys page looks as shown below.

API Key Create

\* Name

Description

\* Contact First Name

\* Contact Last Name

\* Contact Email

Expiry Date

Enable Permissions

Enable IP Whitelisting

7. Provide the details mentioned on the page. Once the API key reaches its expiration date, you need to update the instance you provisioned, with a new API key.
8. Click Create and the API key is generated.

Use the site address and API key to provision an instance with the Coupa connector.

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