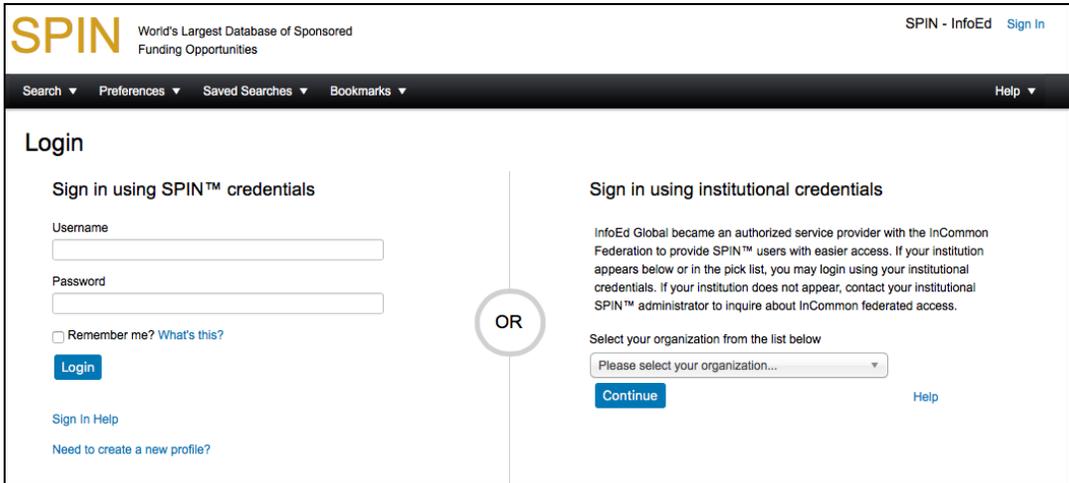


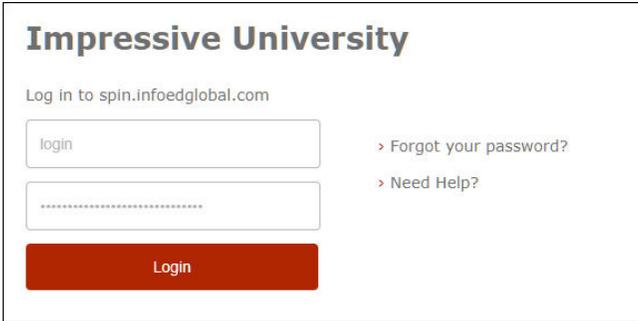
## Accessing SPIN™ with your Institutional Credentials

1. Navigate to the SPIN™ Login screen by clicking the **Sign In** link at the top right of the screen at <https://spin.infoedglobal.com>.
2. If your institution is a member of InCommon Federation or EduGAIN or one of its member organizations (e.g., Australian Access Federation) and has chosen to include support for institutional login to SPIN™, you can use your institutional credentials to login to SPIN™.
3. Select your institution in the organization pick list and click **Continue**.  
*Returning users may see their institutional logo appear above the pick list; you can click the logo to access your login screen instead of selecting your institution in the pick list.*



The screenshot shows the SPIN login page. At the top left is the SPIN logo with the tagline 'World's Largest Database of Sponsored Funding Opportunities'. At the top right are links for 'SPIN - InfoEd' and 'Sign In'. Below the header is a navigation bar with 'Search', 'Preferences', 'Saved Searches', 'Bookmarks', and 'Help'. The main content area is titled 'Login' and is split into two columns. The left column is for 'Sign in using SPIN™ credentials' and includes fields for 'Username' and 'Password', a 'Remember me?' checkbox, a 'Login' button, and links for 'Sign In Help' and 'Need to create a new profile?'. The right column is for 'Sign in using institutional credentials' and includes a paragraph explaining the service, a 'Select your organization from the list below' dropdown menu, a 'Continue' button, and a 'Help' link. A large 'OR' is centered between the two columns.

4. Your organization's sign in page will display. Your screen will look different from the image below.



The screenshot shows an institutional login page for 'Impressive University'. The page title is 'Impressive University' and the URL is 'Log in to spin.infoedglobal.com'. It features a 'login' field, a password field, and a 'Login' button. There are also links for '> Forgot your password?' and '> Need Help?'.

5. Enter your institutional credentials (e.g., username and password) and login. This sign in page is managed by your organization, not by InfoEd Global. The credentials you enter will be validated by your institution – not by InfoEd Global. If you do not know your credentials or are having trouble logging in, contact your institution. InfoEd Global cannot provide any assistance with your institutional credentials.

## Linking your institutional credentials to an existing SPIN™ account

If you previously had established credentials to login to SPIN™ directly, then the first time you login using institutional credentials you will need to link your new login to your existing account.

1. After submitting your credentials, you will be returned to SPIN™ and will see a screen similar to the one shown below if you previously had established SPIN™ login credentials.

The screenshot shows the SPIN™ Login interface. On the left, under 'Sign in using SPIN™ credentials', there are fields for Username and Password, a 'Remember me? What's this?' checkbox, a 'Login' button, and links for 'Sign In Help' and 'Need to create a new profile?'. On the right, under 'Sign in using institutional credentials', there is a 'Sign In Help' modal window. The modal has a title bar 'Sign In Help' with a close button. It contains an 'Email address' field with 'RWood@infoedglobal.com' and a 'Find account' button. Below this, it says 'Select the appropriate user if more than one name is displayed below:' and shows a list with one item: 'Roger Wood (roger\_w\_wood)' with a radio button. A 'Connect' button is at the bottom of the modal, and a 'Close' button is at the bottom right. To the right of the modal, there is a dropdown menu with 'm the list below' and a 'Help' link.

2. Any profiles that exist linked to your email address, will be returned in the list (typically, there is only one).
3. With the profile chosen, click on **Connect**.
4. Once you have completed the connection process, you will always use your institutional credentials going forward; SPIN™-specific credentials associated to the connected profile will no longer work.
5. If no account is found with your email address, you will be prompted to **Create a new Profile**. This will use your institution defined information to create a profile for you.

This screenshot shows the 'Sign In Help' modal when no profiles are found. The title bar is 'Sign In Help'. The main text says 'Select the appropriate user if more than one name is displayed below:' followed by 'No profiles matched the input email address'. At the bottom, there is a 'Create new profile' button.