EDUCAUSE Single Sign-on Access Instruction

Signing Into EDUCAUSE Using Your UCLA Logon ID

EDUCAUSE has made access to its web resources available through the InCommon Federation. As a member of InCommon, as a UCLA faculty and staff, you can now access EDUCAUSE site using your UCLA Logon ID. The following instruction takes you through a simple one-time setup process to set up your UCLA Logon ID to access EDUCAUSE. No more need to remember yet another set of login credentials!

Step 1: Visit EDUCAUSE site

Open a web browser, visit http://www.educause.edu. Click “LOGIN” on the upper right corner of the web page.

Step 2: Sign in via InCommon

The web page displays the InCommon Login Option. Click the “InCommon” option on the upper right of the web page.
On the next page, type "UCLA" in the search box near the center of the page to find UCLA's logo from the list of participating institutions.

Click the UCLA logo to sign in using your UCLA Logon ID and password.

---

**Step 3: Map your accounts**

If you have an existing EDUCAUSE profile, EDUCAUSE will ask you to map your UCLA Logon to your EDUCAUSE profile at this point. Go ahead.

If you do not have a EDUCAUSE profile, you can create one at this point by choosing "Create A New Profile".
Step 4: Confirm and continue

Confirm your mapping, and there you go. You are done.

From this point forward, any time you visit EDUCAUSE, click the InCommon option when signing in. You'll be prompted to sign in using your UCLA Logon ID.

Please send your feedback to iamucla@ucla.edu.