If your institution has set up single sign-on, you can login to LabArchives™ using your institution credentials. On the LabArchives Login page, select your institution from the "Sign in through your institution" dropdown list. You will be directed to your institution Single Sign-On page.

Create a New LabArchives Account

If this is the first-time logging into LabArchives, you will be brought to the LabArchives Login Setup Page.
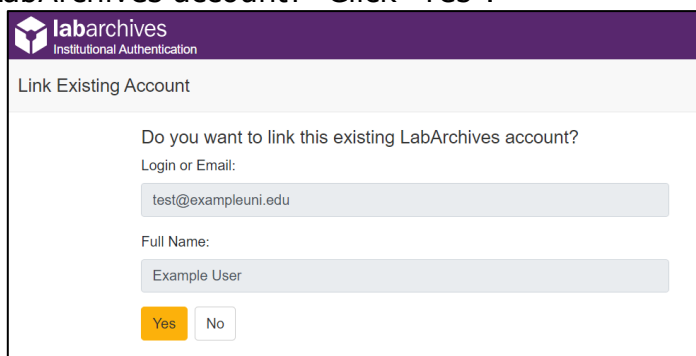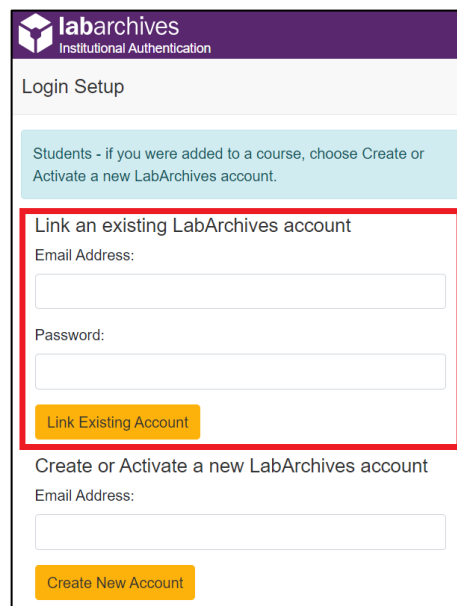
1. On the LabArchives Login Setup page, Enter the email address that you would like to use for your account and click "Create New Account"

2. When asked "Do you want to create a new LabArchives account?" Click "Yes".

3. After this, your LabArchives account will be connected to the Single Sign-On for your institution. Each time you login through the Single Sign-On you will be brought directly to your account.

Link an Existing LabArchives Account

If you previously used LabArchives but this is your first-time logging into the single sign-on, you will be brought to the LabArchives Login Setup Page.

1. On the LabArchives Login Setup page, enter the email address and password associated with your account and click "Link Existing Account".

2. When asked "Do you want to link this existing LabArchives account?" Click "Yes".
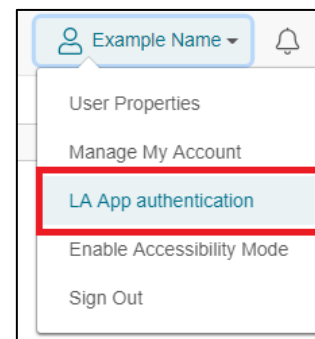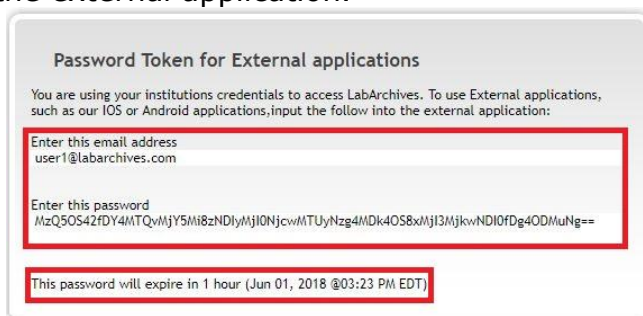

3. After this, your LabArchives account will be connected to the Single Sign-On for your institution. Each time you login through the Single Sign-On you will be brought directly to your account.

Login to External Applications with a Password Token

Password tokens are used to login to external applications like Folder Monitor, the Microsoft Office Plugin, FlowJo, GraphPad Prism, and Vernier Logger Pro.

1. Sign into LabArchives via the web browser, click your name at the top right and select "LA App Authentication"

2. The "Password Token for External Applications" screen will appear. You can use the email address and password token to login to the external application.

Note: The password is valid for 1 hour. You will need to create a password token each time you login to an external application unless you turn on auto login.