

## Instructions for Logging in to Submittable

The login options will vary slightly depending on if you're logging in from the main Submittable login page (<https://manager.submittable.com/login>) or from a page associated with a UM office (e.g. a page with a URL that begins with "umtprovost.submittable" such as a Faculty Evaluation Intake/Exemption form). Regardless of the options provided, you will need to log in via UM's Single Sign-On (SSO) system (your NetID).

- If the "Use Single Sign-On" button is not displayed, enter your Umontana email address in the email field and the password field will disappear. Clicking on the Sign In button will automatically redirect you to UM's SSO system where you can log in with your NetID.

The image displays two versions of the Submittable login interface. Both screens feature the heading "Welcome back!" and the subtext "Sign in to your Submittable account." The left screen shows the standard login form with an "Email" field, a "Password" field, and a "Forgot?" link. Below the fields are three buttons: "Sign In" (orange), "Sign in with Facebook" (dark blue), and "Sign in with Google" (blue). The right screen shows the same form but with the password field hidden and the email field populated with "thomas2.mcclintock@umontana.edu". The buttons are "Sign In" (orange), "Sign in with Facebook" (dark blue), and "Sign in with Google" (blue).

- If the "Use Single Sign On" button is displayed, click that and you'll be sent to UM's SSO system to log in with your NetID

The image shows a third version of the Submittable login interface. It features the heading "Welcome back!" and the subtext "Sign in to your Submittable account." Below the heading are the "Email" and "Password" fields, with a "Forgot?" link next to the password field. The buttons are "Sign In" (dark red), "Use Single Sign On" (dark red), "Sign in with Facebook" (dark blue), and "Sign in with Google" (blue).