

If your institution has set up Single Sign-On, you can login to LabArchives[™] using your institution credentials.

On the LabArchives Login page: <u>mynotebook.labarchives.com</u>, select your institution from the "Sign in through your institution" dropdown list. You will be directed to your institution Single Sign-On page.

Sign in	
Email address	Enter Login Address & Password
Next	Login Address:
If your institution has enabled Single Sign-On, it will appear on the list below:	Password:
Sign in through your institution +	LOGIN
	Login Help
Don't have an account? Sign up for free	For security reasons, please log out and exit your web browse when you are done accessing services that require authentica

Link for Direct LabArchives Access

You can also access the login page using the link below. The URL may change once you hit enter, so save it to your browser exactly as it appears here.

https://shib.labarchives.com?entityID=https%3A%2F%2Fstwcas.ok state.edu%2Fidp

Create a New LabArchives Account

If this is the first-time logging into LabArchives, you will be brought to the LabArchives Login Setup Page.

- On the LabArchives Login Setup page: <u>mynotebook.labarchives.com</u>, 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."

Restitutional Authentication
Login Setup
Students - if you were added to a course, choose Create or Activate a new LabArchives account.
Link an existing LabArchives account Email Address:
Password:
Link Existing Account
Create or Activate a new LabArchives account Email Address:
Create New Account

abarchives

Access LabArchives Using your Single Sign-On

support@labarchives.com - US Version 1.21.2022

Institutional Authentication	
Create New A	count
	Do you want to create or activate a new LabArchives account? Email:
	test@exampleuni.edu
	Yes No

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.

- On the LabArchives Login Setup page: <u>mynotebook.labarchives.com</u>, 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



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Password tokens are used to login to external applications like Folder Monitor, the Microsoft Office Plugin, 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.

fou are using your institutions	credentials to access LabArchives. To use External applications
oter this email address	preations, input the rotiow into the external application:
user1@labarchives.com	
Enter this password MzQ5OS42fDY4MTQvMjY5Mi8:	zNDIyMjI0NjcwMTUyNzg4MDk4OS8xMjI3MjkwNDI0fDg4ODMuNg==

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.