



Office of Sponsored Programs

UVM's InfoEd Web Site: <https://spogi.uvm.edu/>



How to Login to InfoEd – Updated March 11, 2008

Starting February 26, 2008, you must use your UVM Net ID to login to InfoEd.

If you are in an academic department, or if you have ever submitted a grant proposal from UVM, you likely already have access rights. Follow these steps to see if you are able to login to InfoEd:

Login to InfoEd

- 1) Navigate to UVM's InfoEd login at <https://spogi.uvm.edu/>
- 2) Click Login
- 3) Enter your UVM Net ID in the username and password fields and click Login.
- 4) If you have access rights, you will be able to login.
- 5) If you get "Username and password not found" you can do some troubleshooting:

Problem logging in?

- Is your UVM Net ID password more than 32 characters? InfoEd will not allow more than 32 characters and you will need to change it in order to access the InfoEd system. You can change your UVM Net ID password at the Network ID & Account Management web site at <http://www.uvm.edu/account/>.
- Are you using your UVM Net ID? Your College of Medicine or Fletcher Allen Net ID will not work for the InfoEd system.
- Do you have a UVM Net ID? You can find your UVM Net ID on the UVM Directory at <http://www.uvm.edu/directory/>. Enter your own name your Net ID should appear on your directory record. If you don't have a Net ID, contact Hilda.Alajajian@uvm.edu and she can help you.
- Password Sync Problem: Are you using the Net ID that works for all other UVM systems but will not work for InfoEd? The problem could be that your UVM Net ID needs to be synched to InfoEd. This could happen if you have not changed your password in the last couple of years. There is an easy fix and you don't have to change your password. Take these steps:

- Navigate to <http://www.uvm.edu/account/> - the Network ID & Account Management web site.
- Click the “Change your Password” link
- Enter your Net ID and your current password
- Then enter your new password (use your current password if you do not wish to change it) and then click next.
- Your password will now be changed or synced.
- IMPORTANT NOTE for next step: At this point you may either change your password or you may keep your current password by entering the password of your choice (either new or current) in the new password fields. Either way will result in syncing your NetID password to InfoEd). Then click "next."
- Try again to login to InfoEd.

For Help with Login

- Still having trouble? Contact Hilda.Alajajian@uvm.edu for assistance.