New Login for visitors, colleagues and SARAPE customers

On Monday, April 6, 2015, Sandia National Laboratories will have a new Login page with several selections. This will enable Sandia to offer alternate forms of authentication, providing collaboration sponsors savings on costs and adding flexibility for services that require two-factor authentication and that have traditionally required SNL to issue the user a CryptoCard. Please note that SNL issued CryptoCards will continue to work, but we are also offering additional options. Login guidance is included below.

New Login Page:
**HOW TO LOG IN:**

<table>
<thead>
<tr>
<th>If you are</th>
<th>Do this</th>
</tr>
</thead>
<tbody>
<tr>
<td>a Visitor or Colleague (not SARAPE)</td>
<td>• Click the “CryptoCard” button</td>
</tr>
<tr>
<td></td>
<td>• Login with your Sandia username and CryptoCard</td>
</tr>
<tr>
<td>a SARAPE user from any site</td>
<td>• Click the “CryptoCard” button</td>
</tr>
<tr>
<td></td>
<td>• Login with your Sandia username and CryptoCard</td>
</tr>
<tr>
<td>a SARAPE user from LLNL or LANL</td>
<td>• Click the “Select Your Site” button</td>
</tr>
<tr>
<td></td>
<td>The following option will appear:</td>
</tr>
</tbody>
</table>

![Select Your Site Button](image)

You will be re-directed to your site (LANL or LLNL) to
- authenticate at your site
- with your site-issued username
- *(LLNL users should login with their LC identity)*
- and your site-issued CryptoCard or token

You will then be re-directed to the resource (machine or application) at Sandia. Once you login successfully with this method for a couple of months, and you do not require your SNL CryptoCard for any Sandia resource, you may return your CryptoCard to Sandia. See “return your Sandia CryptoCard” instructions below.

😊 If you received a Forbidden error, follow the “Renew Accounts Through SARAPE” instructions.
Renew Accounts Through SARAPE

<table>
<thead>
<tr>
<th>a SARAPE user from LLNL or LANL</th>
<th>Do the following to register your Trusted Identity Provider and login to Sandia with your local (LANL or LLNL) username and CryptoCard or Token rather than the Sandia-issued CryptoCard and username.</th>
</tr>
</thead>
</table>
|                                 | • Click either **Start Here** or **Submit a Request**  
|                                 | • From the “Login Options” page, select **I’m from LANL, LLNL, or SNL**  
|                                 | • From the “Select an identity provider” page, under “Or choose from a list:” select your site from the dropdown window and click select  
|                                 | You will be re-directed to your site (LANL or LLNL) to  
|                                 |  ✓ authenticate at your site  
|                                 |  ✓ with your site-issued username  
|                                 |  ✓ (LLNL users should login with their LC identity)  
|                                 |  ✓ and your site-issued CryptoCard or token  
|                                 | After successfully logging in at your site, you will be re-directed to the SARAPE request form with your email address filled in.  
|                                 |  • Under Request Type, select Renew Existing SNL Cyber Access/Accounts  
|                                 |  • Click **Continue**  
|                                 |  • The SARAPE request form will be pre-populated with your information, fill in any blank, required fields. (Denoted by *)  
|                                 |  • In Step 3, select Sandia National Laboratories  
|                                 |  • From the list of accounts, select all the accounts you currently access. IDP will automatically be provided as an Associated Resource.  
|                                 |  • Provide the missing information; justification, etc.  
|                                 |  • **Submit** the request.  
|                                 |  • You will be asked to provide PII  
|                                 |  • **Submit** the request.  
|                                 | Once approvals are completed, you may login to select Sandia machines and applications following the instructions for “A SARAPE user from LANL or LLNL” above.  
|                                 | Once you login successfully with this method for a couple of months, and you do not require your SNL CryptoCard for any Sandia resource, you may return your CryptoCard to Sandia as instructed in “Return your Sandia CryptoCard.” |
### Return your Sandia CryptoCard

| a SARAPE user from any site | If you only utilize your Sandia account to access web pages, you can return your Sandia CryptoCard via signature required, overnight services to the address below. Include a note with your name, site and state that you have switched to Trusted Identity Provider login.  
|                           | Sandia National Laboratories  
|                           | Attn: Password Administration  
|                           | Bldg 880, Rm D45  
|                           | Mail Stop 0809  
|                           | 1515 Eubank SE  
|                           | Albuquerque, NM 87123-0809 |

### Need Help?

| a Visitor or Colleague (not SARAPE) | Email hpc-help@sandia.gov  
|                                    | Or call 505-844-9328 |
| a SARAPE user from any site        | Email sarape-help@sandia.gov  
|                                    | Or call 505-844-9328 |