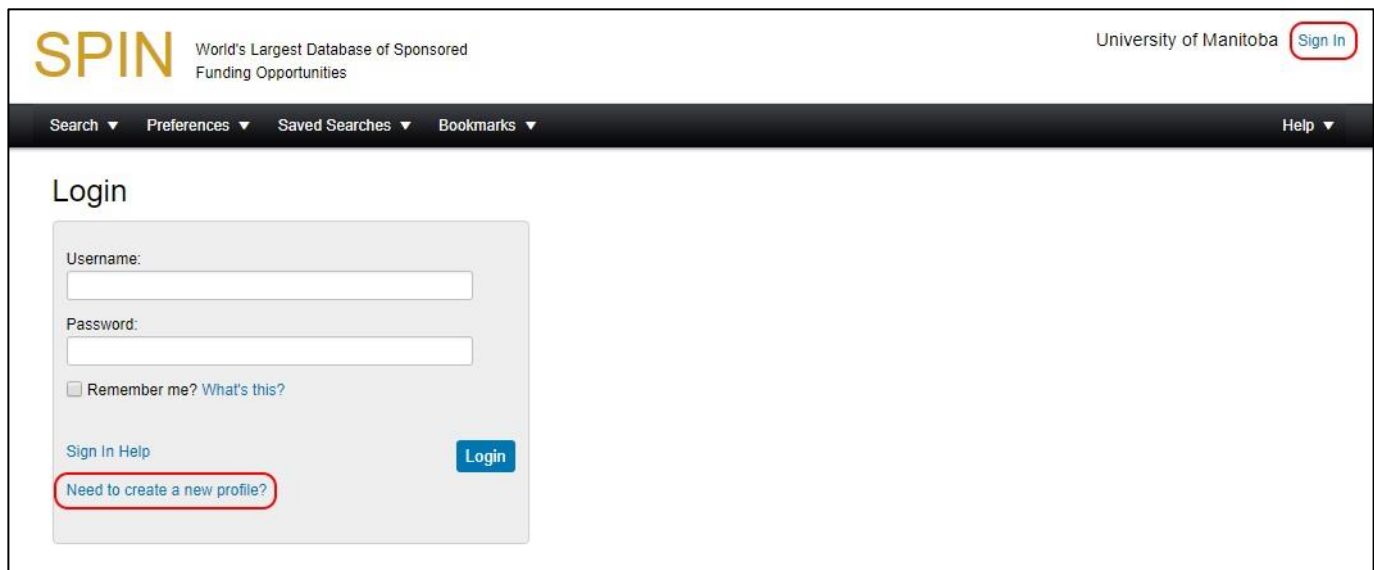


SPIN Funding Opportunities: First-Time Users – How to Register

Step 1 - Access the SPIN search at: <https://spin.infoedglobal.com>

Step 2 - Click 'Sign In' at the top right, then click on 'Need to create a new profile'.



Step 3 - Enter your information and click 'Save'.



Step 4 - You will receive a confirmation email stating 'Your profile has been successfully submitted'. Close your browser and wait for a profile approval email, which you should receive by the next business day.

Step 5 - You will receive an email that states 'Your profile has been approved'.

- Click on the 'Set Password' link in the email.
- Reset your password (using 8 characters) and click 'Reset'.

Step 6 - Using your new password, sign in to SPIN again at: <https://spin.infoedglobal.com>

Step 7 - Please refer to the additional instructions in the 'SPIN Funding Opportunities: Full Search' PDF.

For Assistance:

- If you require assistance using SPIN, please contact ORS at: orsspin@umanitoba.ca
- There are also Help/Training Videos available on the SPIN website at: <https://spin.infoedglobal.com/Home/TrainingVideos>