THREE STEPS FOR INITIAL SET-UP AT LOGIN.GOV

A GUIDE TO LOGGING INTO SELECT ERA MODULES USING LOGIN.GOV

These steps use eRA Commons as an example

IMPORTANT: Make sure your eRA Commons account is active and you know your account password; if you are unsure of either, then use the Forgot Password/Unlock Account link to change your password and unlock your account. Also, ensure that you not are not using old bookmarked URLs to access eRA Commons. The URL for eRA Commons is https://public.era.nih.gov/commons/

STEP ONE — Click on the login.gov option on eRA Commons

On the eRA Commons login screen, click on the login.gov option, which will redirect you to https://login.gov/

Note: If you already have a login.gov username and password, enter it. You will go directly to Step 3 below.
STEP TWO — Create a login.gov account

a. Enter email address at login.gov
b. Receive email verification
c. Verify email address
d. Create password

e. Choose primary authentication method – for instance, select phone
   • Enter phone number
   • Enter security code received by text message
   • Set up is confirmed
f. Your account creation at login.gov is confirmed. Click Continue to return to eRA Commons.

STEP THREE — Associate your login.gov account with your eRA Commons account (one-time only)

a. The eRA Commons Account Association screen is displayed. Enter your eRA credentials – username and password – to associate your login.gov account with your eRA Commons account. You will only do this once unless you decide to use a different login.gov account.
b. This association process will not work without the correct eRA credentials. If you are at all unsure of your password, click the Forgot Password/Unlock Account link in the blue INFORMATION box and reset your password before continuing.
In order to access eRA modules using your Login.gov account, you must first associate the Login.gov account with your eRA account. This is a one-time process.

- Please enter your eRA Commons username and password to complete this process.
- If you do not remember your eRA account password or your account is locked, click on the Forgot Password/Unlock Account link and complete the Reset Password/Unlock Account process. Once that is complete, you will need to start the login process over using your Login.gov account.
- If you do not remember your username or receive an error message indicating invalid credentials, please contact your organization’s account administrator for assistance.
- Please note, entering an incorrect password for your eRA account multiple times, can result in your eRA account being locked.