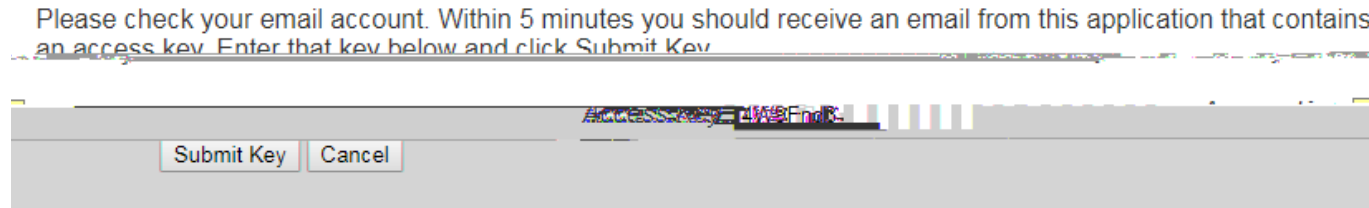
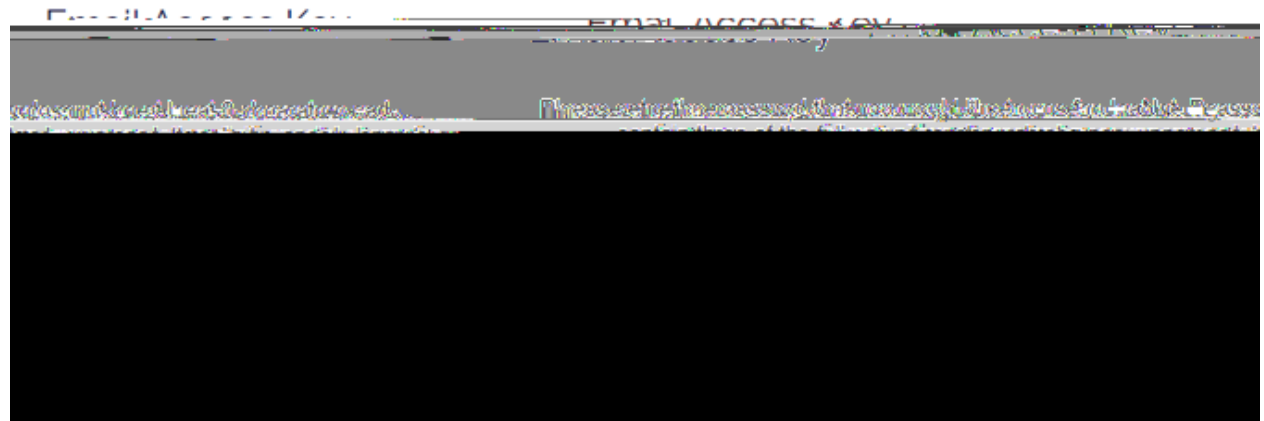




Step 2: Check your email. You should receive an email from “JagNet Password Recovery” containing a unique Access Key. Come back to this screen, enter the Access Key and click “Submit Key” (see example below):



Step 3: It will then take you to the screen below. Enter what you would like for your new password (following the password requirements listed in the example below) and click “Submit”:



Step 4: At this point, your new password should be set. Please go to the following screen at <http://www.southalabama.edu/departments/research/spa/eraonline.html> and click the red button:

The screenshot shows the Cayuse Research Suite website. On the left is a navigation menu with items: Funding, Electronic Research Administration, Project Management, Uniform Guidance, Research Operations, Court (ROC), and About Us. The main content area features a blue horse logo and text describing the system's purpose: "The Office of Sponsored Projects Administration uses an electronic research administration (ERA) system to allow full routing for required approvals and proposal data collection for the University of South Alabama." Below this, it lists features of Cayuse Research Suite, including Cayuse SP and Cayuse 424. At the bottom, there is a red button labeled "Click here to log in to Cayuse Research Suite Production (Live) Version" with a white arrow pointing to it.

Step 5: On the next s