



Get the Facts on HR Direct: How do I login?

The University of Massachusetts has started a project to enable users to login to University wide applications using your campus Netid and password. The project has started with the Human Resources system [HR Direct] and other applications eventually will be added.

Understanding Your Campus User ID and Password

When you login to the HR Direct application, you will complete the following required fields: Campus User ID, Password, and Campus.



The **Campus User ID** is the OIT “NetID” you use to login to your UMass/Amherst email, Spire, personal webpages, blogs, etc.
The **Password** is the same password you use with your NetID.

Note: If you change your NetID password, please note that it affects more than HR Direct. For a full list of affected applications see <http://www.oit.umass.edu/accounts/services.html>.

The **Campus** dropdown list is used to verify your account when you login to HR Direct. Just click the dropdown list and select Amherst as the value. After your login information is entered, click the LOGIN button. The HR Direct application homepage will then open.

What if I forget my Password?

If you forget your password, there is a [Forgot Password?](#) link on the bottom of the Secure Access Login page. Click on this link to access the Forgot Password page. Click on the Amherst link to get to the [Spire logon page](#). You can also navigate directly to Spire from the Amherst home page. Look for Password Help at right, under OIT Accounts.

For more information about the OIT password help tool, go to <http://www.oit.umass.edu/accounts/passwords.html>

However, if you do not remember your NetID or your password, you will need to go to the OIT helpdesk with a valid photo ID to have your password reset.

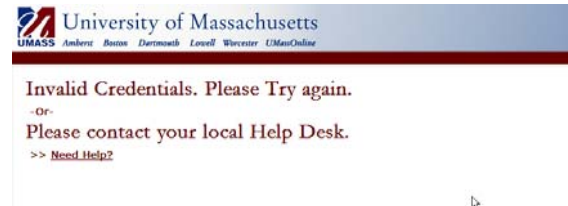
OIT Help Desk staff is available at
A113 LGRC, 8:30 a.m. - 5:00 p.m., Monday – Friday

OR

Learning Commons Main Floor, W.E.B. Du Bois Library

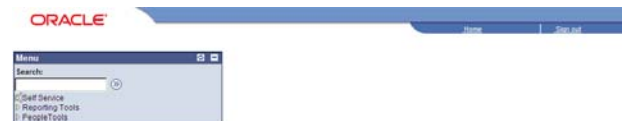
I can't login. Who do I call?

If you cannot get past the Secure Access Login:



Try to login to [Spire](#). If you cannot access Spire you should call the **OIT help desk** at 545-9400.

If you are able to get into HR Direct:



but cannot see and/or access what you are supposed to,
or
you were successful logging into Spire,

call the **Administrative Systems help desk** at 545-2119.