

Login to LabArchives with your institution credentials

1. Go to <https://mynotebook.labarchives.com/> and select your institution from the sign in through your institution dropdown list or [Click Here](#).

The diagram illustrates the login process. On the left, the 'Sign In' page has an email input field and a 'Next' button. Below this is the 'Institution Sign In (SSO)' section, which includes a dropdown menu labeled 'Sign in through your institution' highlighted with a red box. A green arrow points to the right, where the 'UTHealth Houston' login page is shown. This page features the 'UTHealth Enterprise Password' section with 'Username' and 'Password' input fields, and a 'Log in' button at the bottom.

2. You will be prompted to enter your institution single sign-on (SSO) credentials.
3. If this is your first time logging into LabArchives using your institution credentials, you will be brought to the LabArchives Login Setup Page.

A. Link an Existing LabArchives Account

If you previously used LabArchives, Enter the email address and password associated with your account and click **"Link Existing Account."**

When asked "Do you want to create a new LabArchives account?" Click **"Yes."**

B. Create or activate a new LabArchives Account

If you are creating a brand new LabArchives account, enter your email address and click **"Create New Account"**

When asked "Do you want to link this existing LabArchives account?" Click **"Yes."**

After this, your LabArchives account will be connected to the Single Sign-On for your institution. Each time you login through the Single Sign-On you will be brought directly to your account.

The screenshot shows the 'labarchives Institutional Authentication' Login Setup page. It has two main sections. The first section, 'Link an existing LabArchives account', includes an 'Email Address' input field, a 'Password' input field, and a 'Link Existing Account' button. The second section, 'Create or Activate a new LabArchives account', includes an 'Email Address' input field and a 'Create New Account' button. The second section is highlighted with a red box.