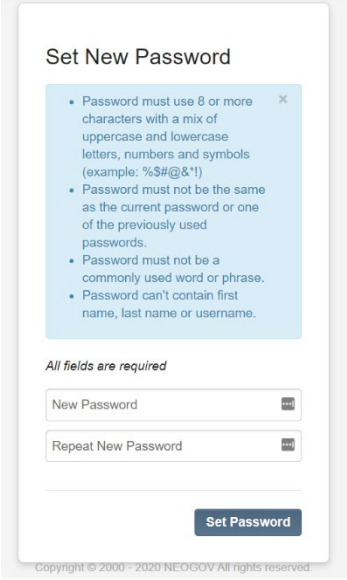
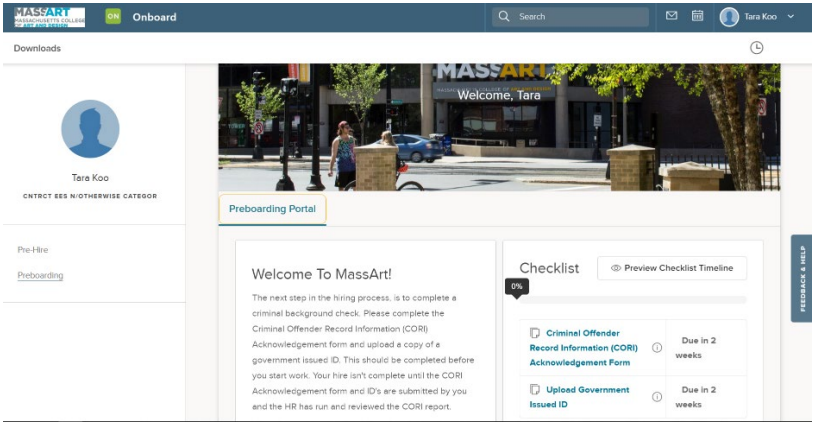
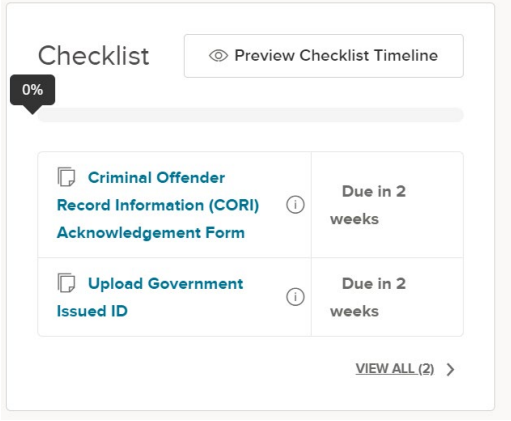


NEOGOV: MassArt Account Activation/Access Guide

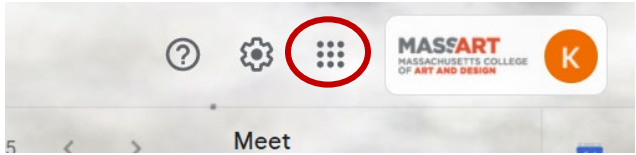
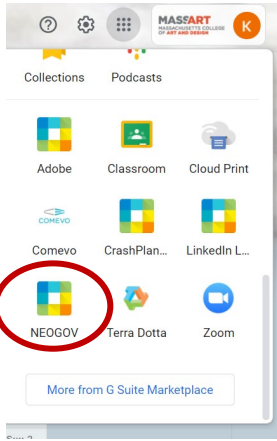
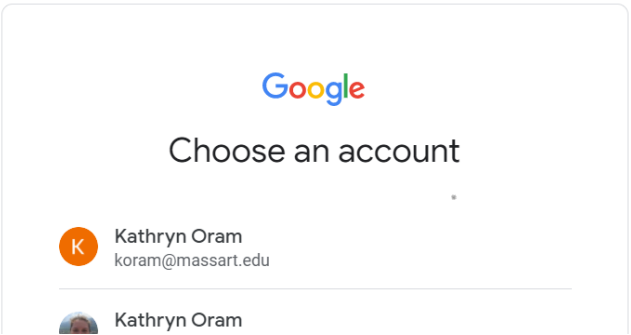
NEOGOV, our applicant tracking system, also automates several HR processes and creates better efficiencies. NEOGOV (Onboarding and eForms) allows you to complete forms, review policies, and submit requests, all electronically.

Whether you are new to MassArt or have worked here for years, you will need to activate your account before accessing Onboarding or eForms.

<p>1. Click the activation link in your activation email from donotreply@neogov.com</p> <p>email hr@massart.edu if you can't find the activation email.</p>	<p>Your User Name is hathor774@gmail.com</p> <p>Activation Link</p>
<p>2. Create a password.</p>	
<p>3. Arrive at the Onboarding Page.</p>	

<p>4. Complete tasks on Checklist (if there are any)</p>	
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Is your username your MassArt email address? From now on, you can log in using single sign on.

<p>1. From your MassArt email account click on the Google Apps link in the upper right-hand corner</p>	
<p>2. Select NeoGov App</p>	
<p>3. If you have multiple gmail accounts, you may need to select your MassArt email address from a list first.</p>	

4. Move to NeoGov module you need to use.

