Logging into PeopleSoft

PEOPLESOFT
VPBA

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PeopleSoft

LEARN MORE

ABOUT

What is PeopleSoft?

Browser Support

(1)

LAUNCH PEOPLESOFT

TRAINING CALENDAR

1. Go to **peoplesoft.utep.edu** and select **Launch PeopleSoft**.
2. From the drop-down list select **The University of Texas at El Paso.**
3. Click **Select**.

Select your home institution

UT Share requires that you authenticate with your home institution. Please either sel you may use the search-as-you-type feature by typing a partial name into the search

Please do not create a bookmark or favorite in your web browser on this page. accessing. You may create a bookmark/favorite after you complete the authenticatio

Enter organization name (partials ok):

[   ] [Search]

Or choose from a list: **(3)**

| The University of Texas at Arlington ▾ | [Select] | Remember for session ▾ |

The University of T___ at Arlington
The University of T___ at Dallas
(2)
The University of Texas at El Paso
The University of Texas at San Antonio

Need assistance?
description of the problem: [Universit]

UTEP

UTEP Single Sign On

(4)

Please login

[User Name] [Password]

Forgot password?

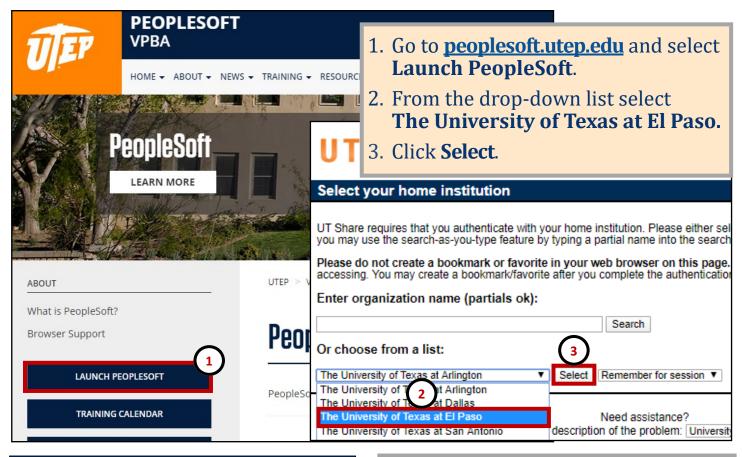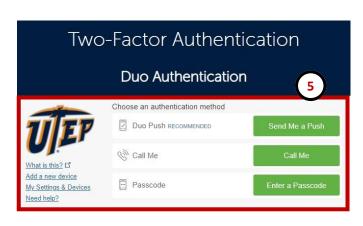[Login]

4. Enter your **UTEP** credentials on the Single Sign On page and select **Login**.
5. You will be requested to complete the Duo Authentication process.
6. Once your credentials are accepted, you will see the **Employee Self Service** home page.

Please Note: After 30 minutes of inactivity, the session will expire and you will be automatically logged off from PeopleSoft.

Two-Factor Authentication

Duo Authentication

(5)

Choose an authentication method

UTEP

What is this? ☐
Add a new device
My Settings & Devices
Need help?

🗎 Duo Push RECOMMENDED	[Send Me a Push]
📞 Call Me	[Call Me]
🗎 Passcode	[Enter a Passcode]

(6) ⌄ Employee Self Service

HRMS Approvals

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UTEP Careers