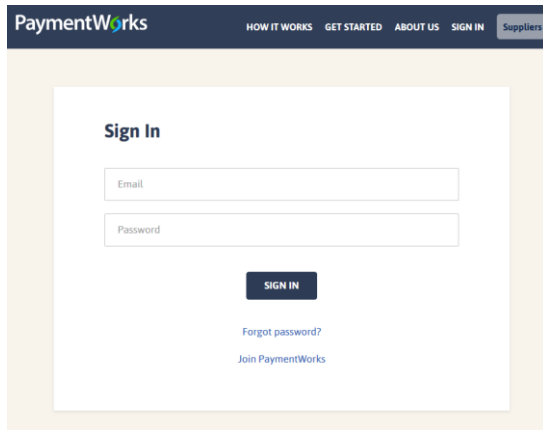


How to Bookmark Your PaymentWorks Login

If you log into PaymentWorks and bookmark your page, it will not work the next time you click the bookmark to login. This is because when you logged in originally the link in your browser changed from the special link to www.paymentworks.com. If you click this link you will get PaymentWorks' standard login page, instead of using SSO:



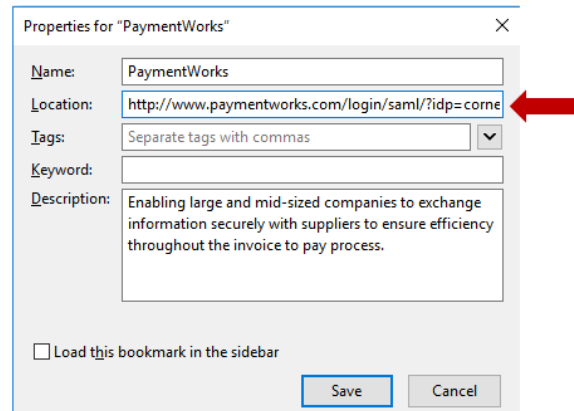
Login to PaymentWorks

The PaymentWorks login uses Cornell's Single Sign On (SSO). To log into PaymentWorks using SSO, you must use this link: www.paymentworks.com/login/saml/?idp=cornell

To bookmark the correct page, follow these steps:

In Firefox:

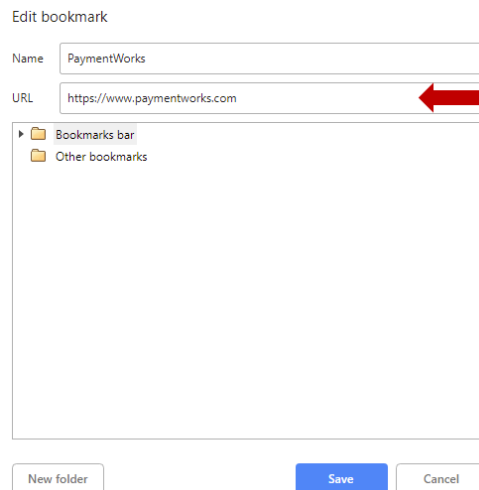
- 1) Use the special link to log into PaymentWorks using SSO:
www.paymentworks.com/login/saml/?idp=cornell
- 2) After you log in, click the bookmark icon in your browser to bookmark your page
- 3) Find the bookmark you just created, right click on it, and select Properties.



- 4) Copy the special link and paste it into the Location field of the Properties window
- 5) Save your edit

In Chrome:

- 1) Use the special link to log into PaymentWorks using SSO:
www.paymentworks.com/login/saml?idp=cornell
- 2) After you log in, click the bookmark icon in your browser to bookmark your page
- 3) Find the bookmark you just created, right click on it, and select Edit



- 4) Copy the special link and paste it into the URL field of the Edit bookmark window
- 5) Save your edit