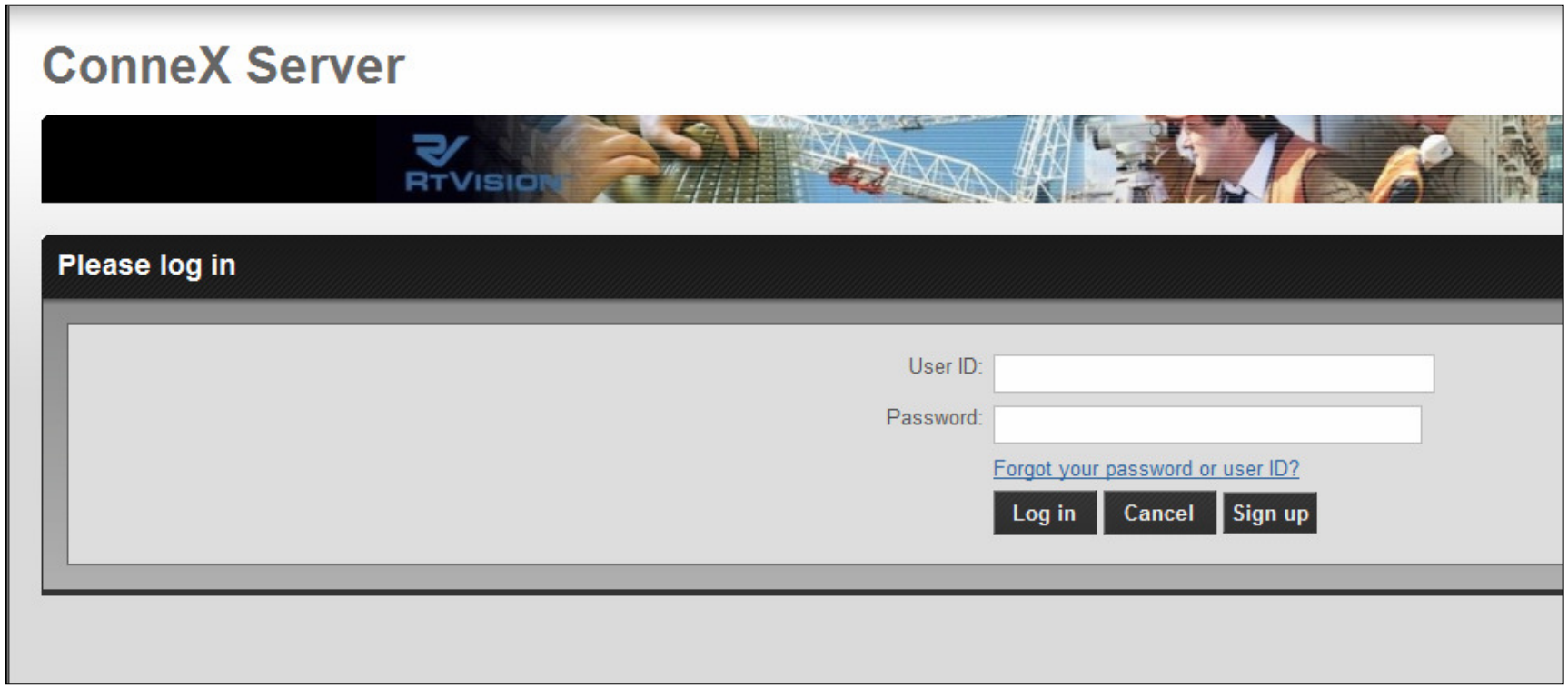
Sign up or Log in at:

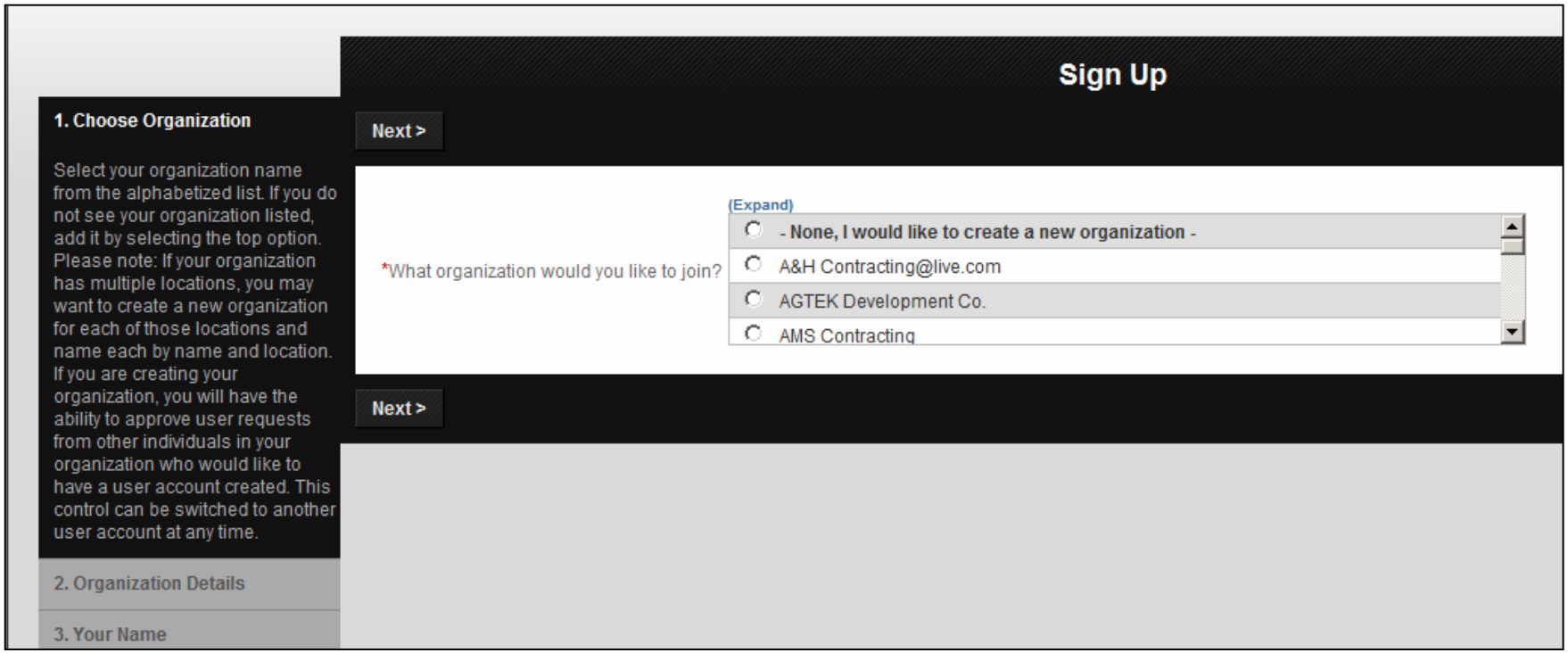
https://connex.mn.uccs.com/



Sign Up

Create an organization and sign up for a user account; or just create a user account if your organization already has an account created.

Follow the guided interface to set up an account/organization and read the notes under each step for extra information or guidance.



Account Request Acceptance Email

The following is the automatic email that will be sent from notifications@connex.mn.uccs.com when/if your request has been approved. You will receive a separate email for each County/City eGram server request.

Subject: Request for User Accounts - Approved by [EGRAM NAME]

Message:

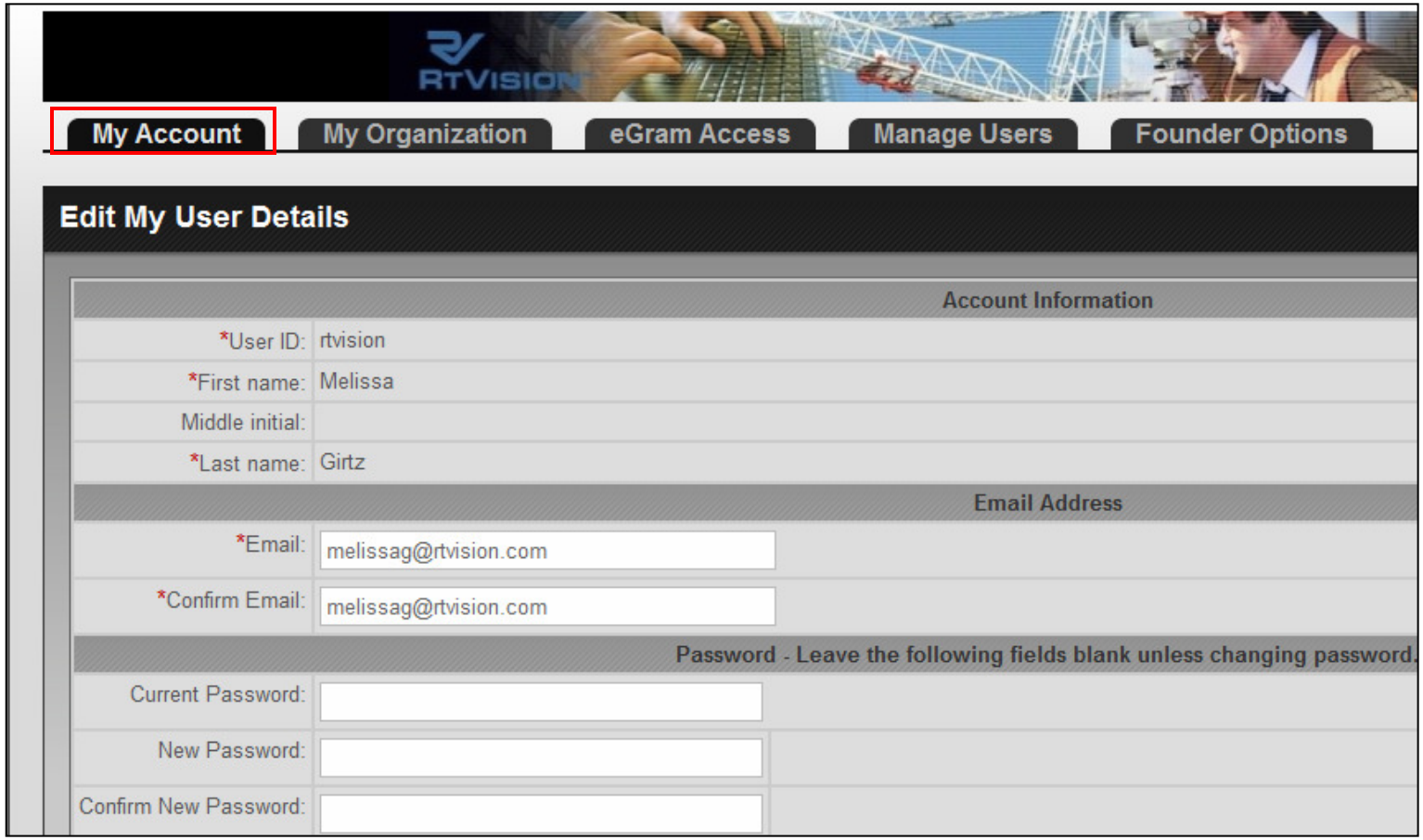
[EGRAM NAME] has approved your request for user accounts.

Log in to the eGram at [EGRAM LINK].

[IF COUNTY IS USING bidVAULT: "You can also bid on projects online at [BID_LINK]"]

Manage Account Information

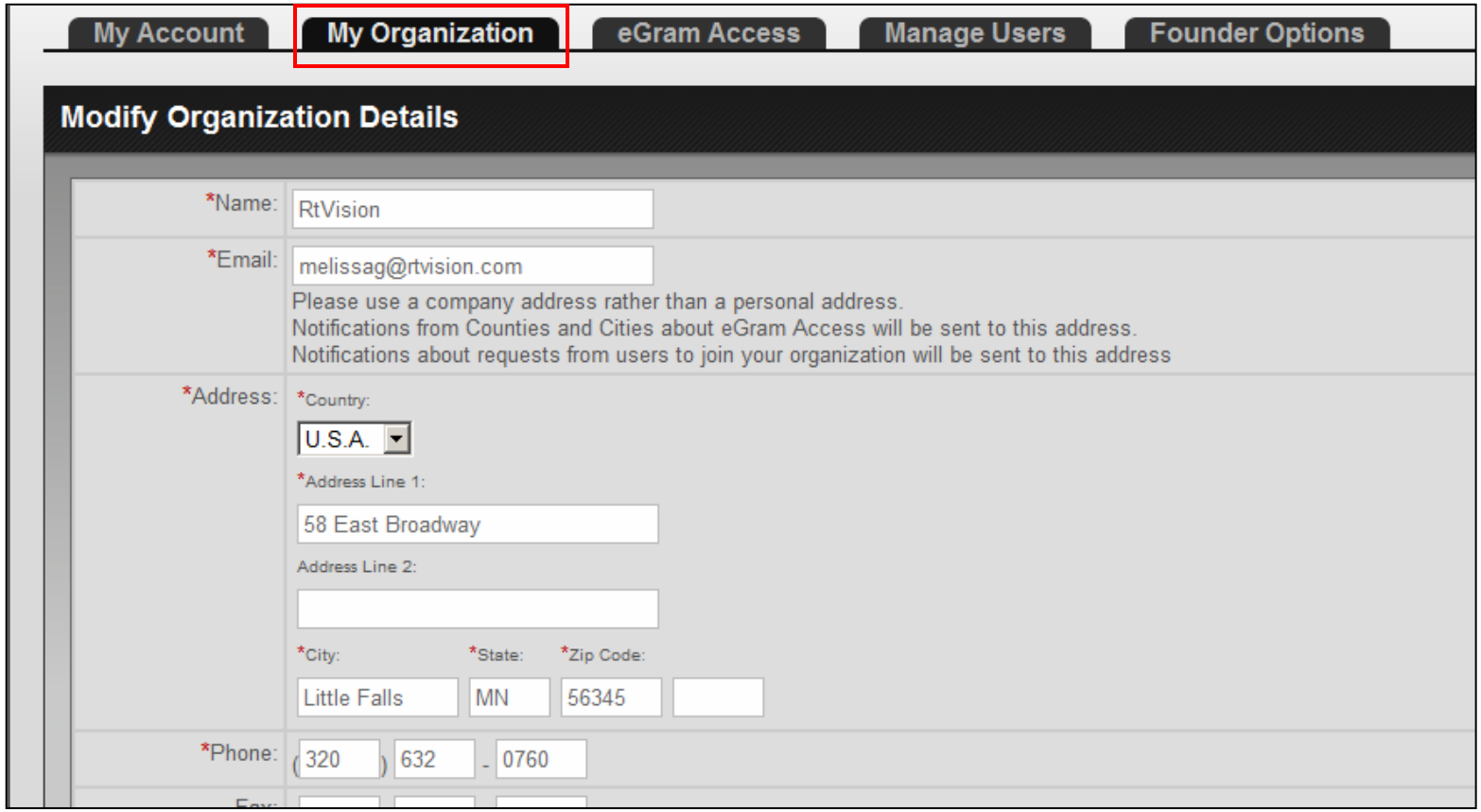
Edit your user account information.



Manage Organization Details

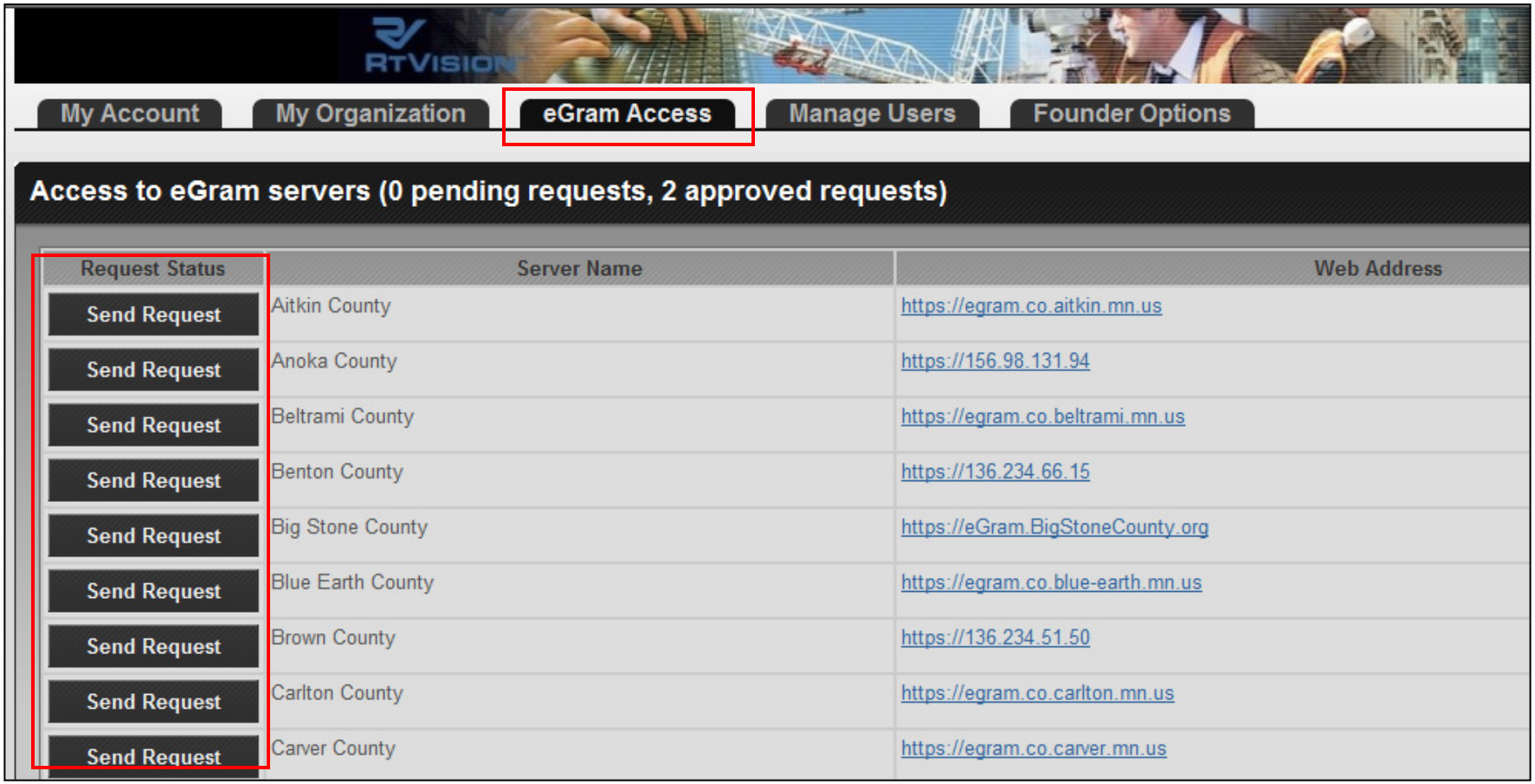
Edit your organization information.

Note: If security is turned 'ON', not all users will have access to this tab.



Manage eGram Requests

Send requests for access to eGram servers. The request status will change to ‘pending’ after a request has been sent, and ‘approved’ once the eGram owner approves the request.

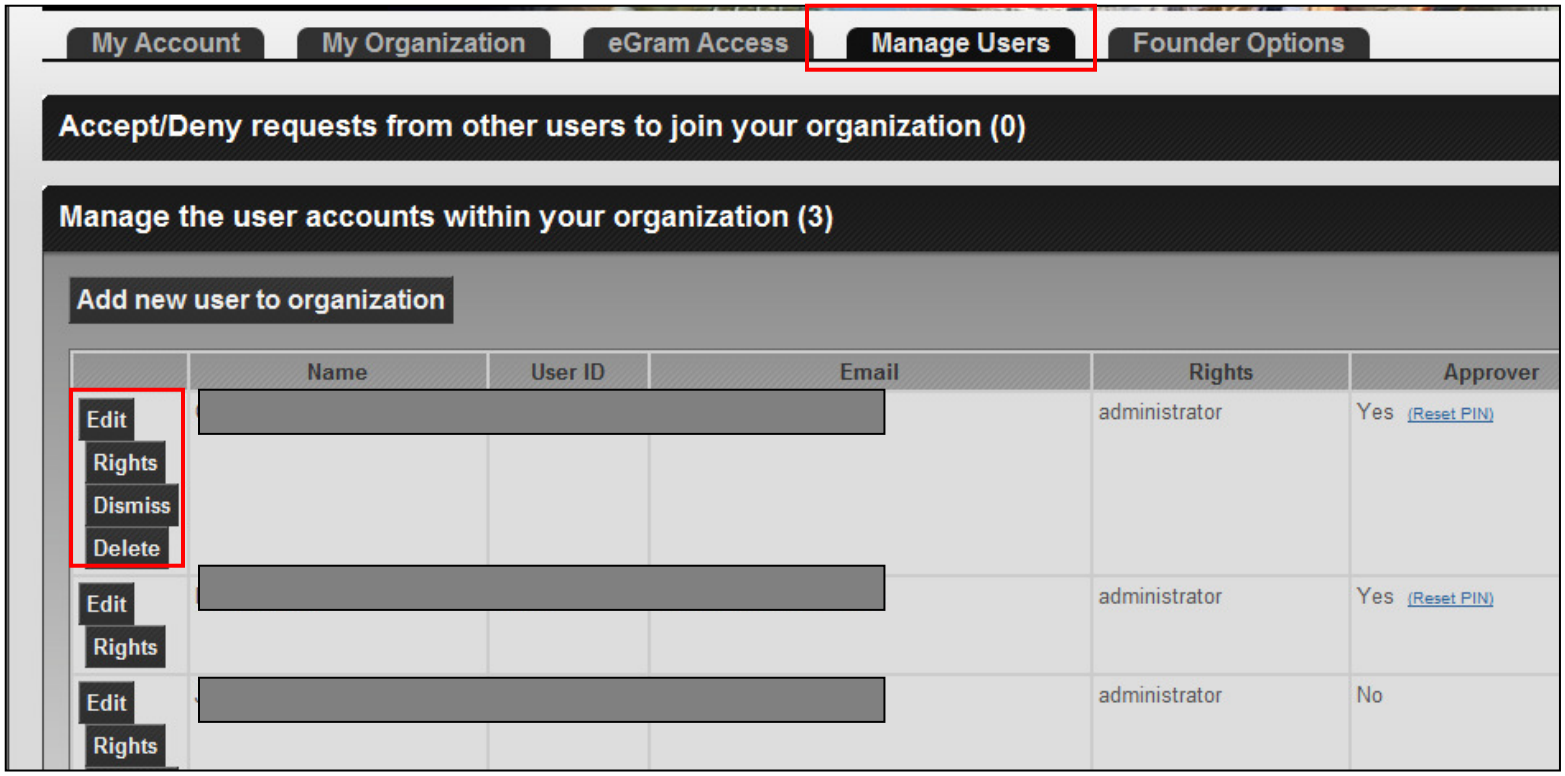


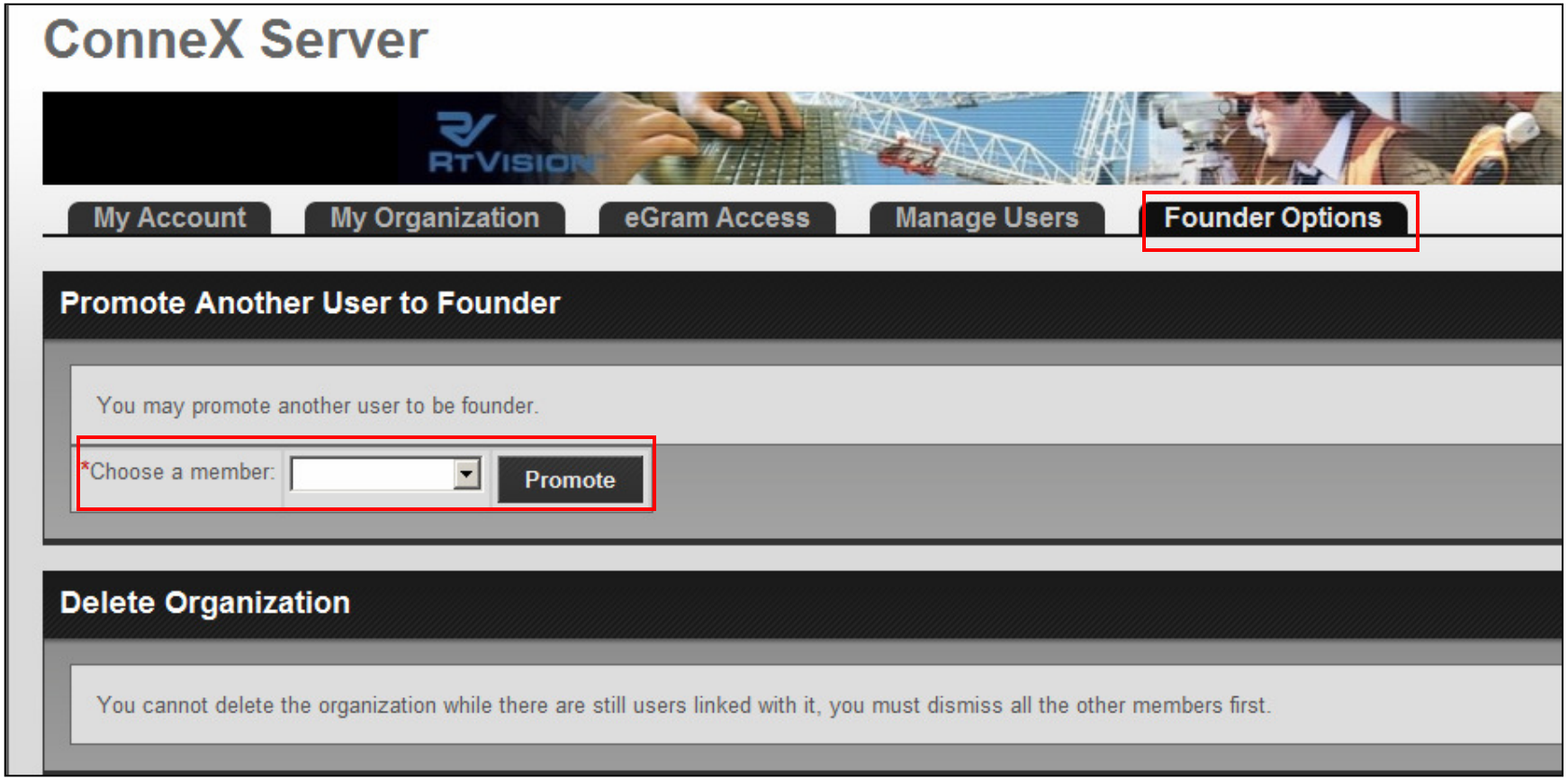
Manage User Accounts

Add new user accounts to the organization, accept/reject user requests, and manage user account details.

Edit and/or setup user approval RIGHTS. If a user account has approval rights, he/she will be issued a PIN number. This is also where you can RESET the PIN.

DISMISS users who no longer work for the organization.



Deleting an Organization

The individual who initially created the organization (otherwise known as the 'founder') can delete the organization after all user accounts have been removed. If the 'founder' chooses to deactivate his/her account, he/she can choose another member to take over 'founder' rights.