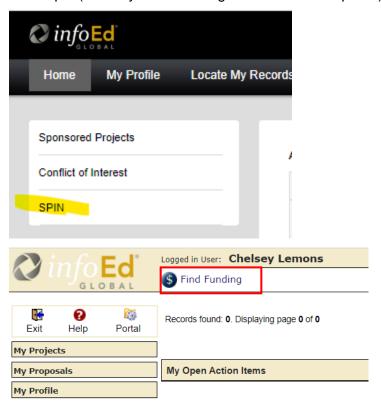
Getting Started with SPIN

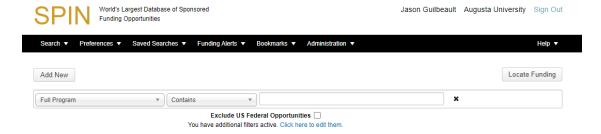
1. Go to https://infoed.augusta.edu/ and enter your Augusta University username and password. Click Log in. Authenticate with DUO. Email ogc@augusta.edu or Mr. Guilbeault at jquilbeault@augusta.edu to request access. to request access.



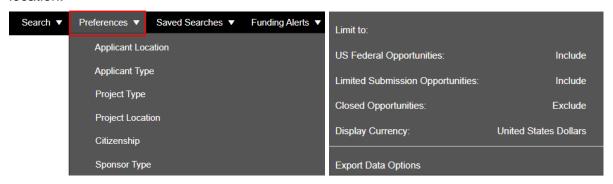
2. Click Spin (formerly Find Funding button in old v13 portal).



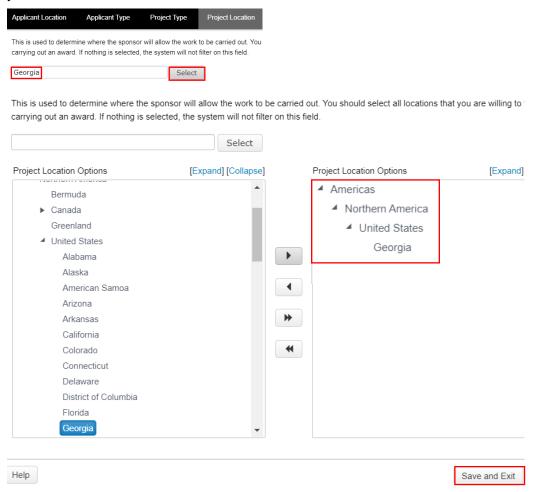
3. You will be directed to the SPIN website.



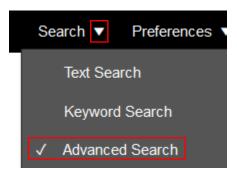
4. You can choose a variety of filters/preferences by clicking *Preferences* and then your desired choice(s). See the next step for how to use the preferences to choose a project location.



5. To specify a project location, click *Preferences* and then *Project Location*. Type in the location you want in the search bar and then click *Select*. Your choice should now be in the box on the far-right side of the screen. Click *Save and Exit*. You will receive confirmation of your choices.



6. You can use the search function to do a variety of searches. Click the drop-down arrow next to Search and choose Advanced Search.



7. Type in what you want to search for – in this example, we use "nursing" and then click *Locate Funding*. You can then browse the various funding opportunities, or you can narrow your search even further (see Step 8).



8. Narrow your search by clicking *Add New*. From there, you can choose additional filters to add. Once done, click *Locate Funding* as was done in Step 7.



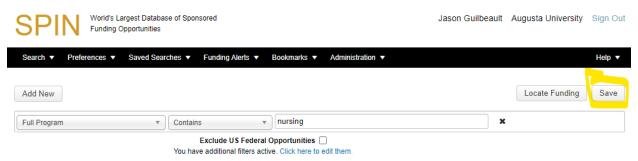
9. Click on the blue hyperlinked *Opportunity Title* to learn more information about a particular grant.



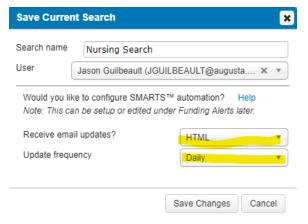
10. Click on the hyperlink under *Program Information* for even more information (i.e., deadlines, where to apply, the purpose, the issuer, eligibility criteria, etc.).



11. Saving Searches - To save the search, click the "Save" button



Name your search. If you choose to receive email updates, complete the "Receive email updates?" and "Update frequency" fields shown below. Click "Save Changes" when complete. You will now receive new funding opportunities in real-time.



You can manage Saved Searches, Funding Alerts, and Bookmarks using the tabs at the top of the screen.

