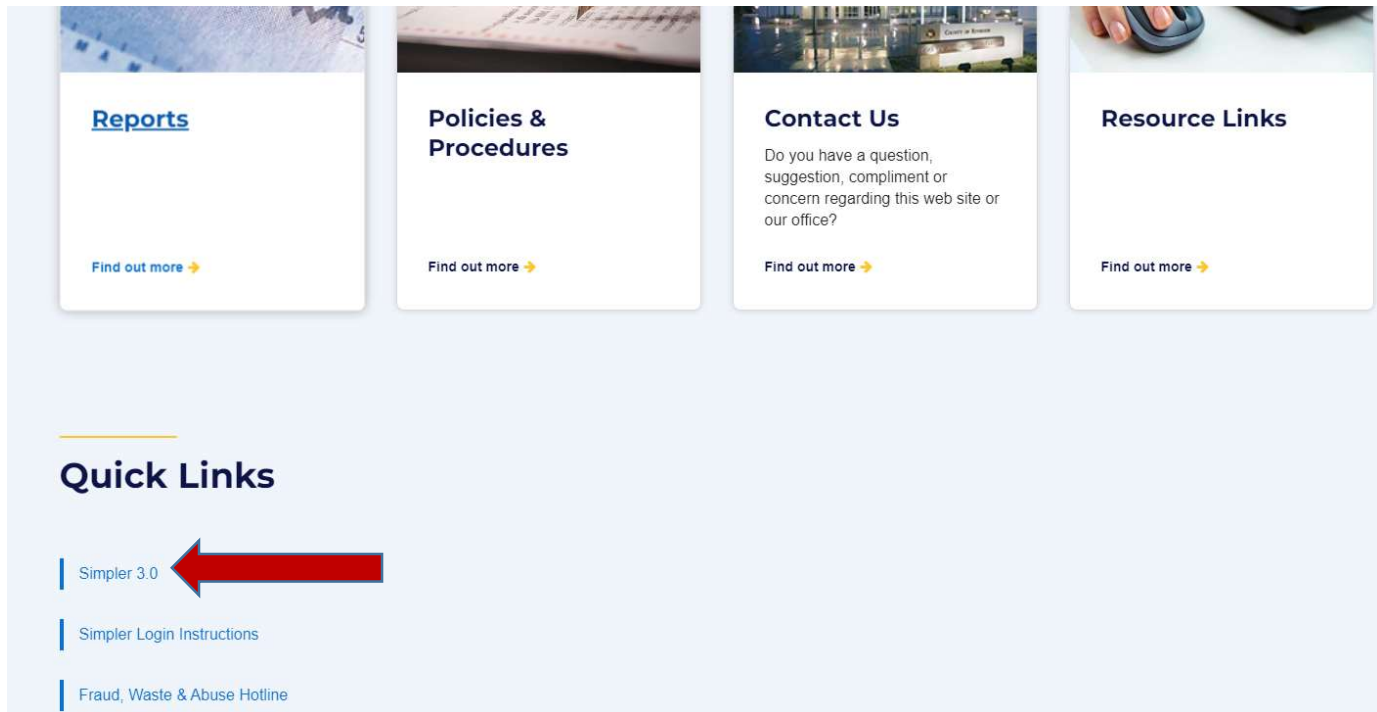


## Simpler Login Instruction

To access to *Simpler Financials*, please visit Auditor Controller's website at <https://auditorcontroller.org>

The link to Simpler 3.0 is located at the home page under Quick Links (bottom left section).



or

Copy & paste <https://financials3.auditorcontroller.org/> on your browser.

At the login screen, please make sure the User ID starts with capital "E" and 6 digit of your employee number or login similar to your PeopleSoft logon. Please email [acoreports@rivco.org](mailto:acoreports@rivco.org) for password. The password is case sensitive.

User ID: E \_\_\_\_\_ (Employee Number)

Password: \_\_\_\_\_

The image shows a screenshot of the login screen. It has a green header with the word 'Login'. Below the header, there is a welcome message and instructions. The login form has two input fields: 'User ID:' and 'Password:'. There is a 'Login' button and a link for 'Forgot your password?'.

The password that is provided is temporary and is good for 10 days, after which it will expire. After entering your password, you will be taken to a login screen. You will be asked to agree to "Terms of Use" and you will be given instructions on how to set up your password. You will also be sent an e-mail, which will ask you to authenticate the user. After these steps are completed, you will have access. Please follow the directions provided. If you have any problems with login, please e-mail [acoreports@rivco.org](mailto:acoreports@rivco.org) and we will respond to your concerns.