

BRICS Log in is switching to Researcher Auth Service (RAS)

The traditional username/password Log in flow for BRICS has been replaced by NIH's Researcher Auth Service (RAS). This change will require all users to follow a set of steps to log in/sign up for RAS and link your BRICS account to your RAS account. RAS supports these identity providers, NIH PIV/CAC card, or an account with Login.gov.

Users with an NIH/HHS account should use their NIH PIV/CAC card as the identity provider when logging in with RAS.

Users without an NIH/HHS account will need to use Login.gov. If the user does not already have a Login.gov account, they will need to create one and then select Login.gov as the identity provider when logging in with RAS.

[Click here to learn more about Researcher Auth Service \(RAS\)](#)

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Existing Users

1.1 Existing user Log in with a NIH PIV/CAC card.

For current users with a NIH PIV/CAC card, please follow these steps:

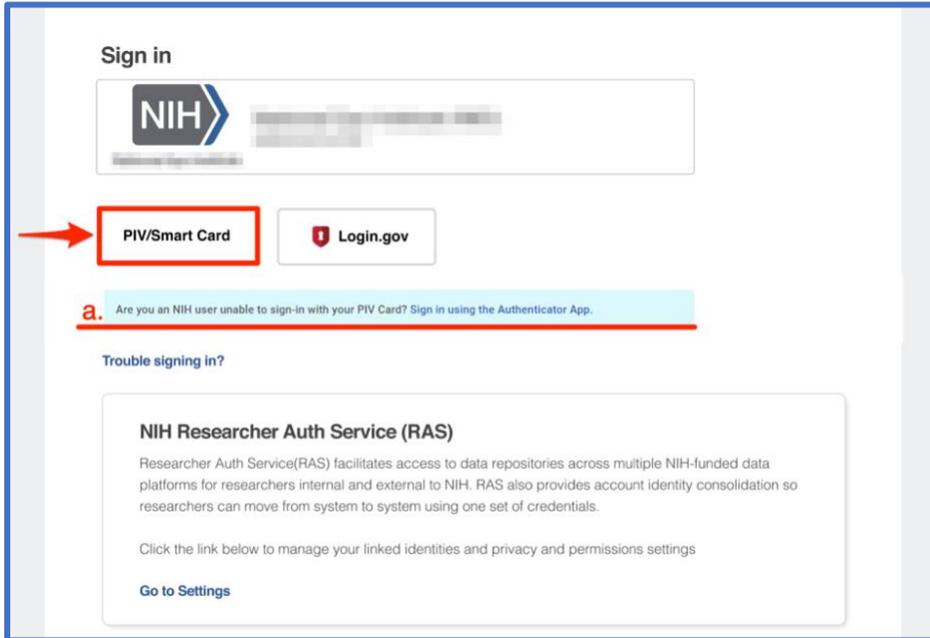
1. Navigate to your BRICS instance and select Log in.
2. Here you will see the new Log in page. Should you have a NIH PIV/CAC card, it is preferred to Log in with it. Click the “**Log In**” button and continue to the next step.
If you do not have a PIV card you will need to follow the steps in [Existing user Log in with Login.gov](#)

NOTE: BRICS will no longer be handling your Log in credentials. For assistance with your account credentials follow steps:

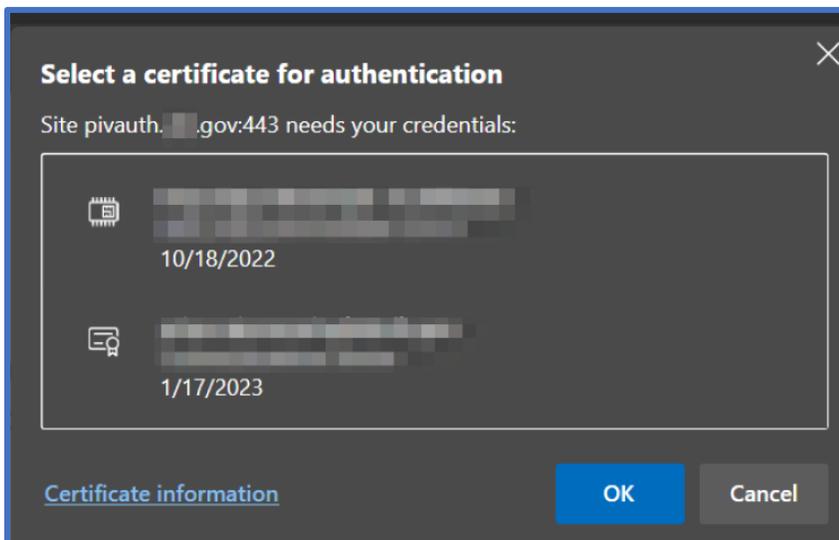
- a. Forgot NIH PIV credentials: <https://auth.nih.gov/CertAuthV3/forms/mfa/Help.html>
- b. Forgot Login.gov password: <https://secure.login.gov/users/password/new>

<h3>Log In to Your Account</h3> <p>Please log in using one of the Researcher Auth Service (RAS) identities (Smart Card or Login.gov), the required multi-factor authentication, to access NEI.</p> <p>If you have any of the following smart cards: NIH PIV, VA PIV or DoD CAC, please use it to log in. Otherwise, use your Login.gov account.</p> <p>Log In with RAS ←</p> <p>If you are a new user, or if you do not have any of the accepted RAS identities, you will need to create a Login.gov account.</p>	<p>For security reasons, please log out and exit your web browser when you are done accessing services that require authentication.</p> <p>Issues with PIV/CAC cards? Please contact NIH Help Desk 301-496-4357(6-HELP) or 866-319-4357 (toll-free) for further assistance.</p> <hr/> <p>Issues with Login.gov? Please contact Login.gov Help Center for further assistance.</p> <hr/> <p>Warning Notice</p> <p>This is a U.S. Government computer system, which may be accessed and used only for authorized Government business by authorized personnel. Unauthorized access or use of this computer system may subject violators to criminal, civil, and/or administrative action.</p> <p>All information in this computer system may be intercepted, recorded, read, copied, and disclosed by and to authorized personnel for official purposes, including criminal investigations. Such information includes sensitive data encrypted to comply with confidentiality and privacy requirements. Access or use of this computer system by any person, whether authorized or unauthorized, constitutes consent to these terms. There is no right of privacy in this system.</p>
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3. After clicking with “Log In” you will be taken to the following page. Select **PIV/Smart Card**.
 - a. If you are unable to sign in with your PIV card, then you may sign in using the [Authenticator App](#) instead.



4. Provide your NIH PIV/CAC card authentication by selecting the appropriate certificate and provide your PIN:



5. After logging into the system for the first-time using RAS, the user will be taken to the following page to link their account. If you have an account continue by selecting “Search for Existing Account”.

The screenshot shows a progress bar at the top with four steps: 'Log In Successful' (highlighted), 'Link an Account', 'Verify Account', and 'Linking Successful'. Below the progress bar, the main heading is 'Log In Successful'. The text reads: 'To access the system you must either create a new account or link an existing account.' Below this, it asks 'Would you like to create and link an account?' with a 'Create Account' button. Further down, it says 'If you have an existing account that you would like to link, click below to search for and link the account.' A red box highlights the 'Search for Existing Account' button, with a red arrow pointing to it from the right. At the bottom left, there is a link 'Return to Log In'.

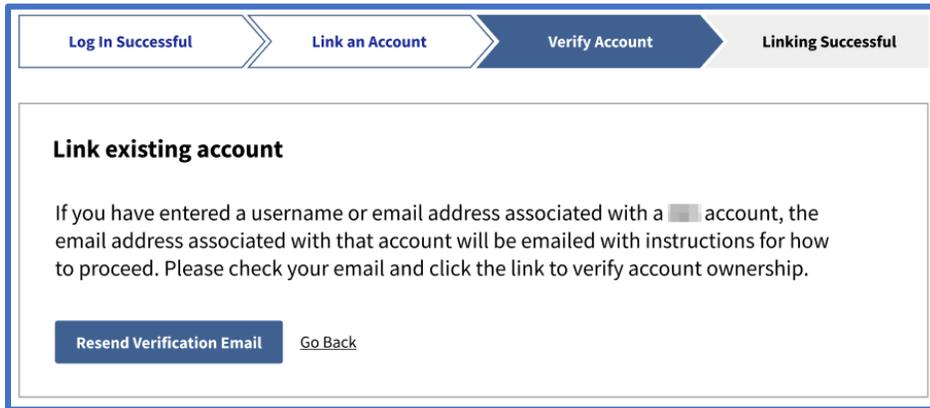
6. Enter your email/username of your BRICS account you wish to link:

The screenshot shows a progress bar at the top with four steps: 'Log In Successful', 'Link an Account' (highlighted), 'Verify Account', and 'Linking Successful'. Below the progress bar, the main heading is 'Link existing account'. The text reads: 'If you have an existing account that you would like to link, enter the email address or username associated with the account below.' Below this, there is a label 'Email Address or Username' and an input field containing 'johndoe@company.com'. A red arrow points to the input field from the right. Below the input field, there is a 'Continue Linking Account' button and a 'Back' link. A red arrow points to the 'Continue Linking Account' button from the right. At the bottom, there is a link 'Forgot Email Address or Username?'.

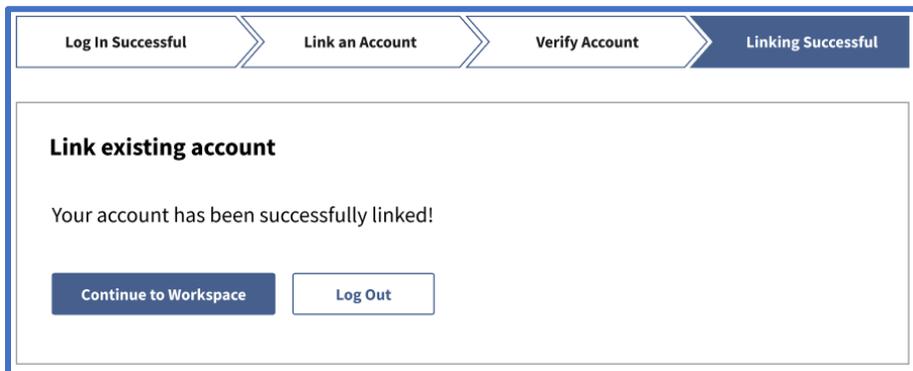
7. Verify your account by going to the email account associated to your BRICS account and clicking the verify account ownership link.

If you do not see your email, please do the following:

- a. Wait for the email to be received.
- b. Check your spam folder for the email.
- c. Resend the verification email using the “Resend Verification Email” button.
- d. Ensure you have entered your email/username correctly in step 6.
- e. Contact your operations team for any additional help.



8. Congratulations! Your account should now be successfully linked, and you can continue to your BRICS workspace.



9. You may be redirected to the E-signature page if you have not submitted your e-signature before.

NOTE: Submission of your E-Signature is required to access your BRICS instance.

Electronic Signature

The system uses electronic documentation which may require you to provide an electronic signature when you enter, submit, change, access, download, or audit electronic data records.

ELECTRONIC SIGNATURE. This Acknowledgement and Certification of Understanding ("Acknowledgement") is to inform you that by submitting an electronic signature, you are providing an electronic mark that is held to the same standard as a legally binding equivalent of a handwritten signature provided by you. For purposes of the acknowledgement, a digital mark is considered your legally typed First and Last Name (legal name may include middle name, initial or suffix). A date will be recorded with both entries. Any part of the system requiring an electronic signature may contain a signature acknowledgment statement provided in the same area requiring the electronic signature.

AGREEMENT: By signing this Acknowledgement, I agree that my electronic signature is the legally binding equivalent to my handwritten signature. Whenever I execute an electronic signature, it has the same validity and meaning as my handwritten signature. I will not, at any time in the future, repudiate the meaning of my electronic signature or claim that my electronic signature is not legally binding. I also understand that it is a violation for any individual to sign/e-sign any transactions that occur within system on behalf of me. Any fraudulent activities related to electronic signatures must be immediately reported to the system operations team. Violation of these terms could lead to disciplinary action, up to termination, and prosecution under applicable Federal laws.

CERTIFICATION OF UNDERSTANDING: I also understand, acknowledge, agree and certify that:

- I accept my responsibilities in the use of electronic signatures as described on this form.
- My execution of any form of an electronic signature function performed on the system to be the legally binding equivalent of my traditional handwritten signature, and that I am accountable and responsible for actions performed under such an electronic signature.
- I will not share components of my electronic signature such that my signature could be executed by another individual. Such components may include, but are not limited to legal name, passwords or any such identifiers.

First Name*	<input type="text"/>
Middle Name	<input type="text"/>
Last Name*	<input type="text"/>

I understand and agree to all of the Terms and Conditions in this electronic documentation for use of Electronic Signature Agreement. Please check the appropriate box to provide your signature.

Submit

1.2 Existing user Log in with a Login.gov.

1. Navigate to your BRICS instance and select Log in.
2. Here you will see the new Log in page. If you have a NIH PIV/CAC card is recommended to Log in with it by following steps in [Existing user Log in with a NIH PIV/CAC card](#).

To continue logging in with Login.gov select the “[create a Login.gov account](#)” link.

NOTE: BRICS will no longer be handling your Log in credentials. For assistance with your account credentials follow steps:

- a. Forgot PIV credentials: <https://auth.nih.gov/CertAuthV3/forms/mfa/Help.html>
- b. Forgot Login.gov password: <https://secure.login.gov/users/password/new>

The screenshot shows the 'Log In to Your Account' page. On the left, there is a section titled 'Log In to Your Account' with instructions to use RAS identities or smart cards. A blue button labeled 'Log In with RAS' is present. Below this, a red-bordered box highlights the text: 'If you are a new user, or if you do not have any of the accepted RAS identities, you will need to [create a Login.gov account](#).' A red arrow points from this box to the right. On the right side of the page, there are two sections: 'Issues with PIV/CAC cards?' and 'Issues with Login.gov?'. Both sections have red horizontal lines below them. A 'Warning Notice' is also present, followed by a paragraph of legal disclaimer text.

Log In to Your Account

Please log in using one of the Researcher Auth Service (RAS) identities (Smart Card or Login.gov), the required multi-factor authentication, to access NEI.

If you have any of the following smart cards: NIH PIV, VA PIV or DoD CAC, please use it to log in. Otherwise, use your Login.gov account.

[Log In with RAS](#)

If you are a new user, or if you do not have any of the accepted RAS identities, you will need to [create a Login.gov account](#).

For security reasons, please log out and exit your web browser when you are done accessing services that require authentication.

Issues with PIV/CAC cards?
Please contact [NIH Help Desk](#) 301-496-4357(6-HELP) or 866-319-4357 (toll-free) for further assistance.

Issues with Login.gov?
Please contact [Login.gov Help Center](#) for further assistance.

Warning Notice

This is a U.S. Government computer system, which may be accessed and used only for authorized Government business by authorized personnel. Unauthorized access or use of this computer system may subject violators to criminal, civil, and/or administrative action.

All information in this computer system may be intercepted, recorded, read, copied, and disclosed by and to authorized personnel for official purposes, including criminal investigations. Such information includes sensitive data encrypted to comply with confidentiality and privacy requirements. Access or use of this computer system by any person, whether authorized or unauthorized, constitutes consent to these terms. There is no right of privacy in this system.

3. Create your Login.gov account with your desired email. Afterwards check your email to verify and finish creating your Login.gov account.

LOGIN.GOV

Create your account

Enter your email address
johndoe@mycompany.com

Select your email language preference
Login.gov allows you to receive your email communication in English, Spanish or French.

English (default)
 Español
 Français

I read and accept the Login.gov [Rules of Use](#)

Submit

[Cancel](#)
[Security Practices and Privacy Act Statement](#)
[Privacy Act Statement](#)

LOGIN.GOV

Check your email

We sent an email to **john@mycompany.com** with a link to confirm your email address. Follow the link to continue creating your account.

Didn't receive an email? [Resend](#)

Or, [use a different email address](#)

You can close this window if you're done.

4. After creating and verifying your Login.gov account, navigate back to your BRICS instance Log in page and select “**Log In**”.

Log In to Your Account

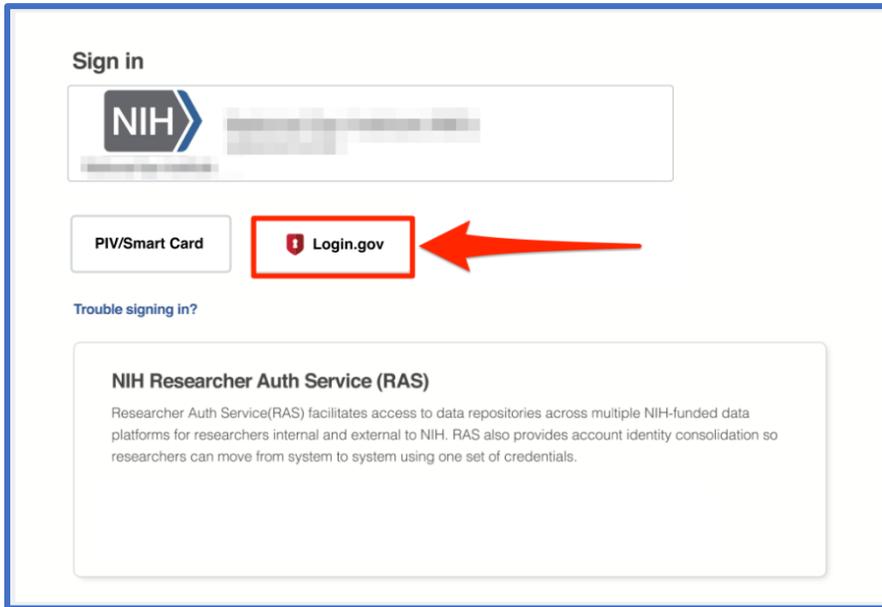
Please log in using one of the Researcher Auth Service (RAS) identities (Smart Card or Login.gov), the required multi-factor authentication, to access NEI.

If you have any of the following smart cards: NIH PIV, VA PIV or DoD CAC, please use it to log in. Otherwise, use your Login.gov account.

Log In with RAS

If you are a new user, or if you do not have any of the accepted RAS identities, you will need to [create a Login.gov account](#).

5. Select “Login.gov”



Sign in

NIH

PIV/Smart Card

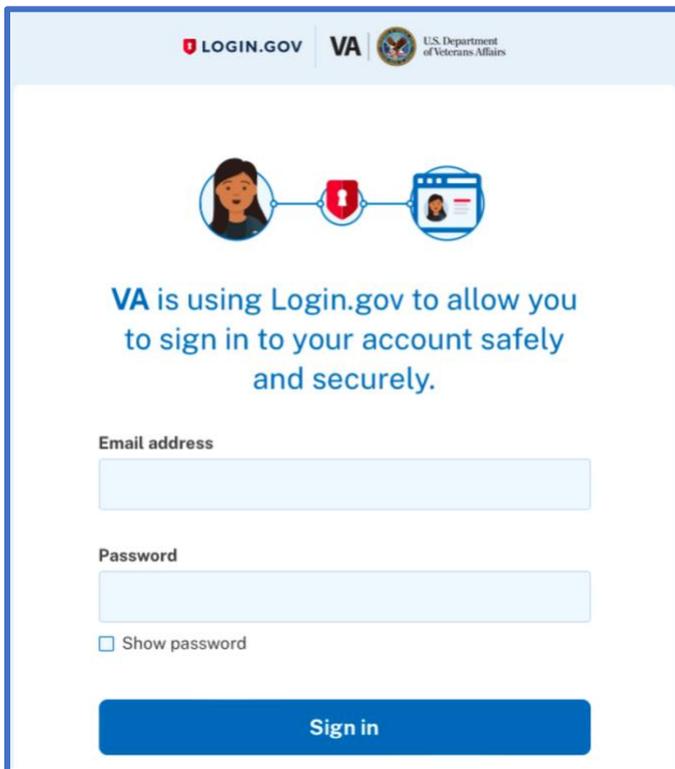
Login.gov

Trouble signing in?

NIH Researcher Auth Service (RAS)

Researcher Auth Service(RAS) facilitates access to data repositories across multiple NIH-funded data platforms for researchers internal and external to NIH. RAS also provides account identity consolidation so researchers can move from system to system using one set of credentials.

6. Enter your Login.gov credentials and select Sign In:



LOGIN.GOV VA U.S. Department of Veterans Affairs

VA is using Login.gov to allow you to sign in to your account safely and securely.

Email address

Password

Show password

Sign in

- When first authentication through Login.gov, you will need to Grant permission to BRICS to have access to your basic profile information.

Consent to Share Information

BRICS is requesting access to the following information from any current and future **Linked Identities**:

- **Basic profile information:** First Name, Last Name, User Id and Email

By agreeing to share this data, you allow NIH to share this information in accordance with the **NIH Privacy Policy**. You can change this and other **Settings** at any time.

Do not show this again.

Grant ← **Deny**

Note: If you choose to deny consent you will not be able to access the application. You will be required to review your **Settings** annually.

- After logging into the system for the first-time using RAS, the user will be taken to the following page to link their account. If you have an account continue by selecting “[Search for Existing Account](#)”

Log In Successful Link an Account Verify Account Linking Successful

Log In Successful

To access the system you must either create a new account or link a existing account.

Would you like to create and link a account?

Create Account

If you have an existing account that you would like to link, click below to search for and link the account.

Search for Existing Account ←

[Return to Log In](#)

10. Enter your email/username of your BRICS account you wish to link

The screenshot shows a progress bar at the top with four steps: 'Log In Successful', 'Link an Account', 'Verify Account', and 'Linking Successful'. The 'Link an Account' step is currently active. Below the progress bar, the heading 'Link existing account' is followed by the instruction: 'If you have an existing account that you would like to link, enter the email address or username associated with the account below.' A text input field labeled 'Email Address or Username' contains the text 'johndoe@company.com'. A red arrow points to this input field. Below the input field is a button labeled 'Continue Linking Account', which is highlighted with a red border and a red arrow pointing to it. To the right of this button is a smaller, less prominent button labeled 'Go Back'. At the bottom, there is a link 'Forgot Email Address or Username?' followed by a blurred text input field.

11. Verify your account by going to the email account associated to your BRICS account and clicking the verify account ownership link.

If you do not see your email, please do the following:

- a. Wait for the email to be received.
- b. Check your spam folder for the email.
- c. Resend the verification email using the “Resend Verification Email” button.
- d. Ensure you have entered your email/username correctly in step 6.
- e. Contact your operations team for any additional help.

The screenshot shows the same progress bar as in the previous step, but now the 'Verify Account' step is active. The heading 'Link existing account' is followed by the instruction: 'If you have entered a username or email address associated with an account, the email address associated with that account will be emailed with instructions for how to proceed. Please check your email and click the link to verify account ownership.' Below this text are two buttons: a dark blue button labeled 'Resend Verification Email' and a smaller, lighter blue button labeled 'Go Back'.

12. Congratulations! Your account should now be successfully linked, and you can continue to your BRICS workspace.

The screenshot shows a progress bar at the top with four steps: 'Log In Successful', 'Link an Account', 'Verify Account', and 'Linking Successful'. The 'Linking Successful' step is highlighted in dark blue. Below the progress bar, the heading 'Link existing account' is followed by the message 'Your account has been successfully linked!'. At the bottom, there are two buttons: 'Continue to Workspace' (dark blue) and 'Log Out' (white with a grey border).

13. You may be redirected to the E-signature page if you have not submitted your e-signature before.
NOTE: Submission of your E-Signature is required to access your BRICS instance.

The page is titled 'Electronic Signature'. It contains the following text and elements:

- A paragraph: 'The system uses electronic documentation which may require you to provide an electronic signature when you enter, submit, change, access, download, or audit electronic data records.'
- A paragraph: '**ELECTRONIC SIGNATURE.** This Acknowledgement and Certification of Understanding ("Acknowledgement") is to inform you that by submitting an electronic signature, you are providing an electronic mark that is held to the same standard as a legally binding equivalent of a handwritten signature provided by you. For purposes of the acknowledgement, a digital mark is considered your legally typed First and Last Name (legal name may include middle name, initial or suffix). A date will be recorded with both entries. Any part of the system requiring an electronic signature may contain a signature acknowledgment statement provided in the same area requiring the electronic signature.'
- A paragraph: '**AGREEMENT:** By signing this Acknowledgement, I agree that my electronic signature is the legally binding equivalent to my handwritten signature. Whenever I execute an electronic signature, it has the same validity and meaning as my handwritten signature. I will not, at any time in the future, repudiate the meaning of my electronic signature or claim that my electronic signature is not legally binding. I also understand that it is a violation for any individual to sign/e-sign any transactions that occur within system on behalf of me. Any fraudulent activities related to electronic signatures must be immediately reported to the system operations team. Violation of these terms could lead to disciplinary action, up to termination, and prosecution under applicable Federal laws.'
- A paragraph: '**CERTIFICATION OF UNDERSTANDING:** I also understand, acknowledge, agree and certify that:'
- A bulleted list:
 - I accept my responsibilities in the use of electronic signatures as described on this form.
 - My execution of any form of an electronic signature function performed on the system to be the legally binding equivalent of my traditional handwritten signature, and that I am accountable and responsible for actions performed under such an electronic signature.
 - I will not share components of my electronic signature such that my signature could be executed by another individual. Such components may include, but are not limited to legal name, passwords or any such identifiers.
- Three text input fields labeled 'First Name*', 'Middle Name', and 'Last Name*', each with a red border.
- A checkbox with the text: 'I understand and agree to all of the Terms and Conditions in this electronic documentation for use of Electronic Signature Agreement. Please check the appropriate box to provide your signature.'
- A 'Submit' button with a red border.

New Users

2.1 New user Log in with a NIH PIV/CAC card

For current users with a NIH PIV/CAC card, please follow these steps:

1. Navigate to your BRICS instance and select Log in.
2. Here you will see the new Log in page. Should you have a PIV card, it is preferred to Log in with it. Click the “**Log In**” button and continue to the next step.

However, if you do not have a PIV card you will need to click “[create a Login.gov account](#)” and follow the steps in [New user Log in with Login.gov](#)

Log In to Your Account

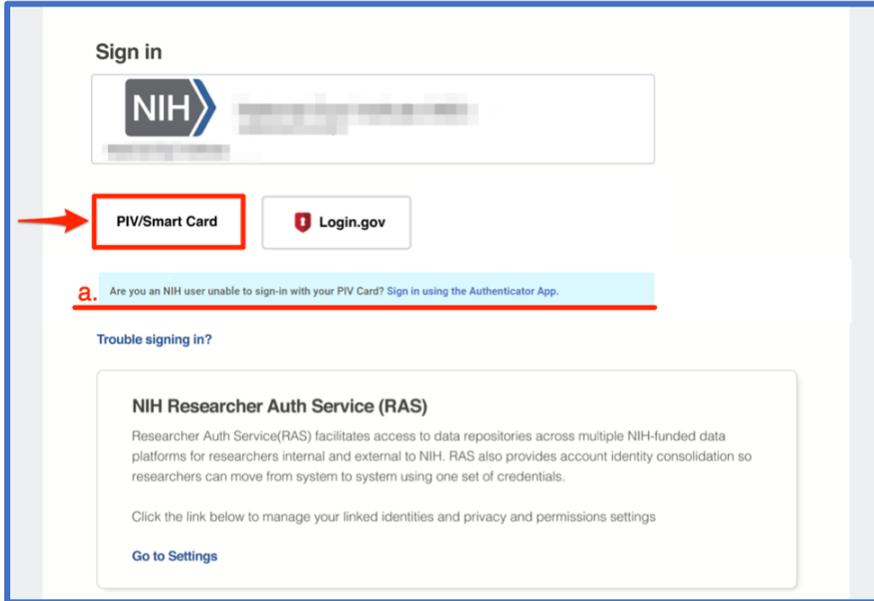
Please log in using one of the Researcher Auth Service (RAS) identities (Smart Card or Login.gov), the required multi-factor authentication, to access NEI.

If you have any of the following smart cards: NIH PIV, VA PIV or DoD CAC, please use it to log in. Otherwise, use your Login.gov account.

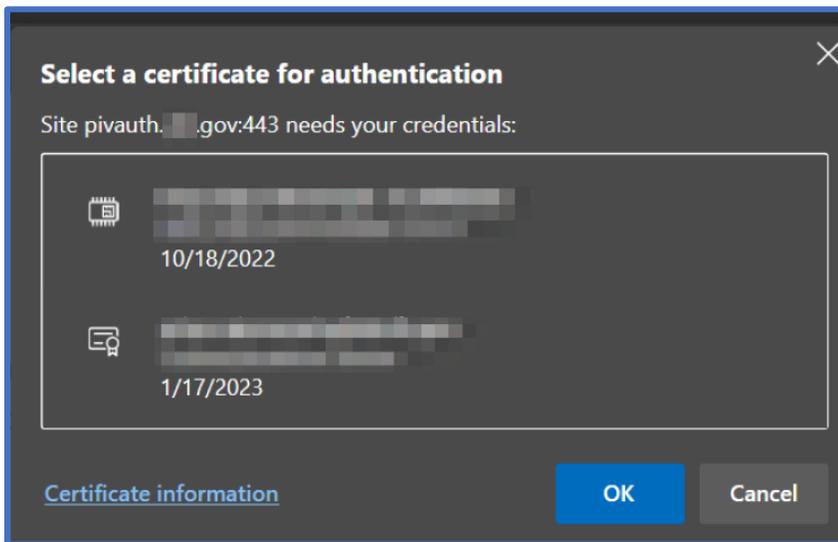
Log In with RAS ←

If you are a new user, or if you do not have any of the accepted RAS identities, you will need to [create a Login.gov account](#).

3. After clicking “Log In” you will be taken to the following page. Select **PIV/Smart Card**.
 - a. If you are unable to sign in with your PIV card, then you may sign in using the Authenticator App instead.



4. Provide your NIH PIV/CAC card authentication by selecting the appropriate certificate and provide the PIN:



5. After logging in using RAS. You will see the following screen. Select the “**Create Account**” button to create a new account.

The screenshot shows a progress bar at the top with four steps: 'Log In Successful' (highlighted), 'Link an Account', 'Verify Account', and 'Linking Successful'. Below the progress bar, the main content area is titled 'Log In Successful'. It contains the following text: 'To access the system you must either create a new account or link an existing account.' followed by 'Would you like to create and link an account?'. A red rectangular box highlights the 'Create Account' button, and a red arrow points from the right towards it. Below this, there is text: 'If you have an existing account that you would like to link, click below to search for and link the account.' and a 'Search for Existing Account' button. At the bottom left, there is a 'Return to Log In' link.

6. The account management page will load where you will need to upload supporting documentation for your BRICS account. After an account request you will need to wait until your account is approved to get access to the BRICS instance. Users will have access to the account management module before approval and may log back in to upload additional supporting documentation at any time.

The screenshot shows the 'Account Management' page. It starts with a heading 'Account Management' and a thank you message: 'Thank you for your interest in the BRICS system. Please complete the following steps to request an account:'. Step 1 is 'Download the appropriate template(s) from the list below.' This leads to a section titled 'Administrative File Templates' which contains a table:

FILE TEMPLATE	PRIVILEGES ASSOCIATED	REQUIRED FOR ANNUAL RENEWAL
Biographical Sketch	Required for Data Access Users (Data Dictionary, Data Repository, Query Tool, Meta Study)	Yes

Below the table are two bullet points: 'Fill in the requested fields in the form(s) that require approval, then have it reviewed and approved by your institution.' and 'Scan required form(s) and save to your computer.' Step 2 is 'Upload your approved file(s) to support your request here. For each required form, select the appropriate File Type and click Choose File (or Browse). Find the approved file(s) on your computer and click Upload.' This leads to a section titled 'Upload Supporting Documentation' with the text: 'Please upload your signed administrative documentation to support your request here. Selected templates are available below.' Below this is a 'File Type*' dropdown menu set to '- Select One -' and a 'Choose File' button with the text 'no file selected' next to it. An 'UPLOAD' button is located below the file type selection. At the bottom, there is a red note: 'NOTE: Verify that the uploaded file appears here before proceeding to the next step. All account requests that do not have the required documents will not be approved.' and 'CONTINUE' and 'Cancel' buttons.

7. On your first Log in to your BRICS instance, you will be prompted with an E-signature page.

NOTE: Submission of your E-Signature is required to access your BRICS instance.

Electronic Signature

The system uses electronic documentation which may require you to provide an electronic signature when you enter, submit, change, access, download, or audit electronic data records.

ELECTRONIC SIGNATURE. This Acknowledgement and Certification of Understanding ("Acknowledgement") is to inform you that by submitting an electronic signature, you are providing an electronic mark that is held to the same standard as a legally binding equivalent of a handwritten signature provided by you. For purposes of the acknowledgement, a digital mark is considered your legally typed First and Last Name (legal name may include middle name, initial or suffix). A date will be recorded with both entries. Any part of the system requiring an electronic signature may contain a signature acknowledgment statement provided in the same area requiring the electronic signature.

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CERTIFICATION OF UNDERSTANDING: I also understand, acknowledge, agree and certify that:

- I accept my responsibilities in the use of electronic signatures as described on this form.
- My execution of any form of an electronic signature function performed on the system to be the legally binding equivalent of my traditional handwritten signature, and that I am accountable and responsible for actions performed under such an electronic signature.
- I will not share components of my electronic signature such that my signature could be executed by another individual. Such components may include, but are not limited to legal name, passwords or any such identifiers.

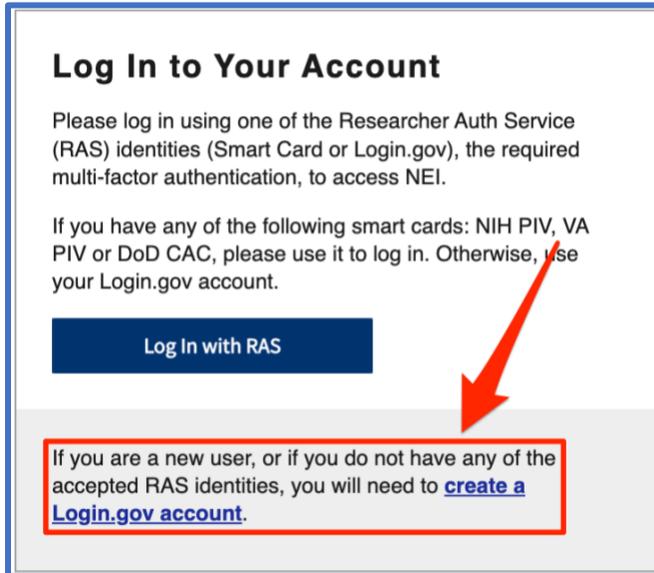
First Name*	<input type="text"/>
Middle Name	<input type="text"/>
Last Name*	<input type="text"/>

I understand and agree to all of the Terms and Conditions in this electronic documentation for use of Electronic Signature Agreement. Please check the appropriate box to provide your signature.

Submit

2.2 New user Log in with Login.gov

1. Navigate to your BRICS instance and select Log in.
2. Here you will see the new Log in page. If you have a NIH PIV/CAC card is recommended to Log in with it. Please follow steps in [New user Log in with a NIH PIV/CAC card](#). If you do not have a PIV card select the “[create a Login.gov account](#)” link and continue to the next step



3. Create your Login.gov account with your desired email. Afterwards check your email to verify and finish creating your Login.gov account.

LOGIN.GOV

Create your account

Enter your email address
johndoe@mycompany.com

Select your email language preference
Login.gov allows you to receive your email communication in English, Spanish or French.

English (default)
 Español
 Français

I read and accept the Login.gov [Rules of Use](#)

[Submit](#)

[Cancel](#)
[Security Practices and Privacy Act Statement](#)
[Privacy Act Statement](#)

LOGIN.GOV

Check your email

We sent an email to john@mycompany.com with a link to confirm your email address. Follow the link to continue creating your account.

Didn't receive an email? [Resend](#)

Or, [use a different email address](#)

You can close this window if you're done.

4. After creating and verifying your Login.gov account, navigate back to your BRICS instance Log in page and select “[Log In](#)”.

Log In to Your Account

Please log in using one of the Researcher Auth Service (RAS) identities (Smart Card or Login.gov), the required multi-factor authentication, to access NEI.

If you have any of the following smart cards: NIH PIV, VA PIV or DoD CAC, please use it to log in. Otherwise, use your Login.gov account.

Log In with RAS ←

If you are a new user, or if you do not have any of the accepted RAS identities, you will need to [create a Login.gov account](#).

5. Select “[Login.gov](#)”

Sign in



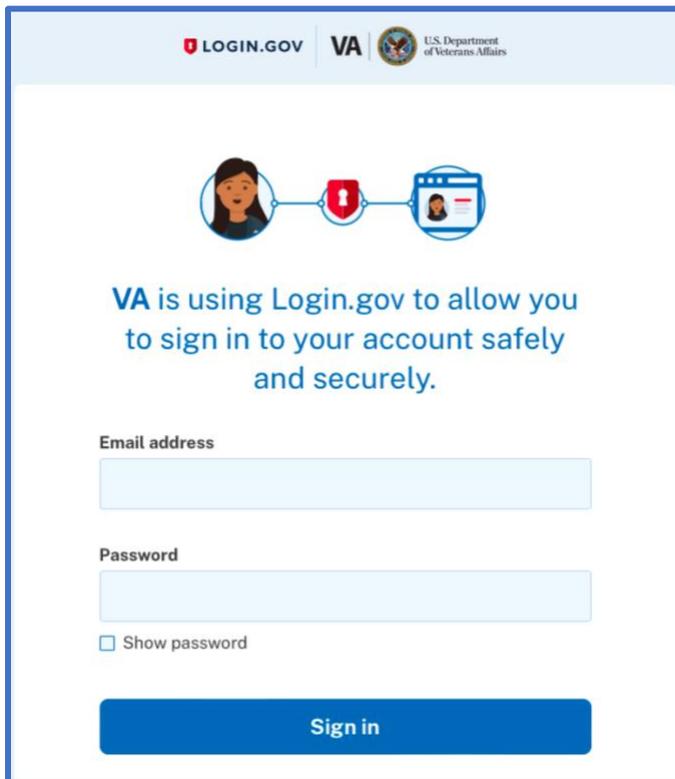
[Trouble signing in?](#)

NIH Researcher Auth Service (RAS)

Researcher Auth Service(RAS) facilitates access to data repositories across multiple NIH-funded data platforms for researchers internal and external to NIH. RAS also provides account identity consolidation so researchers can move from system to system using one set of credentials.

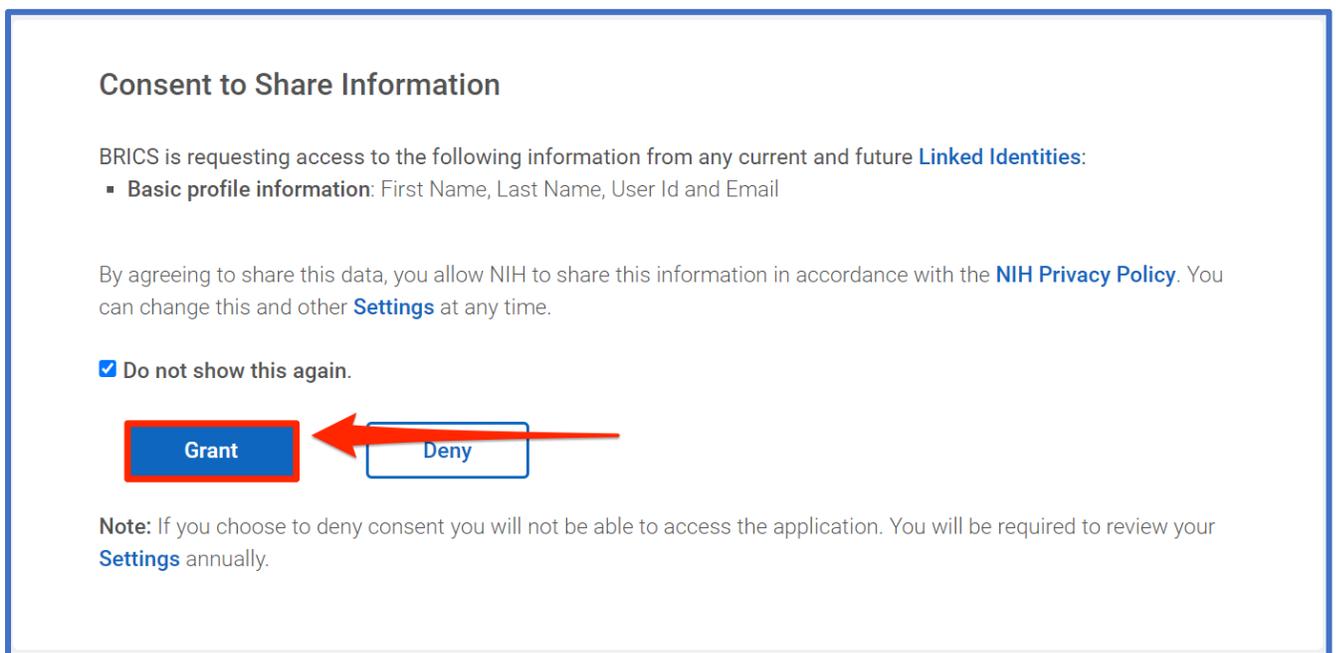
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6. Enter your [Login.gov](#) credentials and select [Sign In](#):



The screenshot shows the VA Login.gov sign-in interface. At the top, there are logos for LOGIN.GOV, VA, and the U.S. Department of Veterans Affairs. Below the logos is a diagram showing a person's profile, a red shield with a white keyhole, and a computer monitor displaying a login page. The main text reads: "VA is using Login.gov to allow you to sign in to your account safely and securely." There are two input fields: "Email address" and "Password". Below the password field is a checkbox labeled "Show password". At the bottom is a blue "Sign in" button.

7. When first authentication through Login.gov, you will need to Grant permission to BRICS to have access to your basic profile information.



The screenshot shows a "Consent to Share Information" dialog box. The title is "Consent to Share Information". The text reads: "BRICS is requesting access to the following information from any current and future [Linked Identities](#):" followed by a bulleted list: "▪ **Basic profile information:** First Name, Last Name, User Id and Email". Below this, it says: "By agreeing to share this data, you allow NIH to share this information in accordance with the [NIH Privacy Policy](#). You can change this and other [Settings](#) at any time." There is a checked checkbox labeled "Do not show this again." At the bottom, there are two buttons: "Grant" (highlighted with a red border) and "Deny" (with a red arrow pointing to it from the right). A "Note" at the bottom states: "Note: If you choose to deny consent you will not be able to access the application. You will be required to review your [Settings](#) annually."

8. After logging in using RAS. You will see the following screen. To create a new account select the “**Create Account**” button.

The screenshot shows a progress bar at the top with four steps: 'Log In Successful' (active), 'Link an Account', 'Verify Account', and 'Linking Successful'. The main content area is titled 'Log In Successful' and contains the following text: 'To access the system you must either create a new account or link an existing account.' Below this is the question 'Would you like to create and link an account?'. There are two buttons: 'Create Account' (highlighted with a red box and a red arrow pointing to it) and 'Search for Existing Account'. At the bottom, there is a link 'Return to Log In'.

9. The account management page will load where you will need to upload supporting documentation for your BRICS account. After an account request you will need to wait until your account is approved to get access to the BRICS instance. Users will have access to the account management module before approval and may log back in to upload additional supporting documentation at any time.

The screenshot shows the 'Account Management' page. It starts with a thank you message and instructions to complete steps to request an account. Step 1 is 'Download the appropriate template(s) from the list below.' This leads to a table titled 'Administrative File Templates'.

FILE TEMPLATE	PRIVILEGES ASSOCIATED	REQUIRED FOR ANNUAL RENEWAL
Biographical Sketch	Required for Data Access Users (Data Dictionary, Data Repository, Query Tool, Meta Study)	Yes

Below the table are two instructions:

- Fill in the requested fields in the form(s) that require approval, then have it reviewed and approved by your institution.
- Scan required form(s) and save to your computer.

Step 2 is 'Upload your approved file(s) to support your request here. For each required form, select the appropriate File Type and click Choose File (or Browse). Find the approved file(s) on your computer and click Upload.'

The 'Upload Supporting Documentation' section includes a 'File Type*' dropdown menu (currently set to '- Select One -') and a 'Choose File' button (currently showing 'no file selected'). There is an 'UPLOAD' button.

A red note states: 'NOTE: Verify that the uploaded file appears here before proceeding to the next step. All account requests that do not have the required documents will not be approved.'

At the bottom, there are 'CONTINUE' and 'Cancel' buttons.

10. On your first Log in to your BRICS instance, you will be prompted with an E-signature page.

NOTE: Submission of your E-Signature is required to access your BRICS instance.

Electronic Signature

The system uses electronic documentation which may require you to provide an electronic signature when you enter, submit, change, access, download, or audit electronic data records.

ELECTRONIC SIGNATURE. This Acknowledgement and Certification of Understanding ("Acknowledgement") is to inform you that by submitting an electronic signature, you are providing an electronic mark that is held to the same standard as a legally binding equivalent of a handwritten signature provided by you. For purposes of the acknowledgement, a digital mark is considered your legally typed First and Last Name (legal name may include middle name, initial or suffix). A date will be recorded with both entries. Any part of the system requiring an electronic signature may contain a signature acknowledgment statement provided in the same area requiring the electronic signature.

AGREEMENT: By signing this Acknowledgement, I agree that my electronic signature is the legally binding equivalent to my handwritten signature. Whenever I execute an electronic signature, it has the same validity and meaning as my handwritten signature. I will not, at any time in the future, repudiate the meaning of my electronic signature or claim that my electronic signature is not legally binding. I also understand that it is a violation for any individual to sign/e-sign any transactions that occur within system on behalf of me. Any fraudulent activities related to electronic signatures must be immediately reported to the system operations team. Violation of these terms could lead to disciplinary action, up to termination, and prosecution under applicable Federal laws.

CERTIFICATION OF UNDERSTANDING: I also understand, acknowledge, agree and certify that:

- I accept my responsibilities in the use of electronic signatures as described on this form.
- My execution of any form of an electronic signature function performed on the system to be the legally binding equivalent of my traditional handwritten signature, and that I am accountable and responsible for actions performed under such an electronic signature.
- I will not share components of my electronic signature such that my signature could be executed by another individual. Such components may include, but are not limited to legal name, passwords or any such identifiers.

First Name*	<input type="text"/>
Middle Name	<input type="text"/>
Last Name*	<input type="text"/>

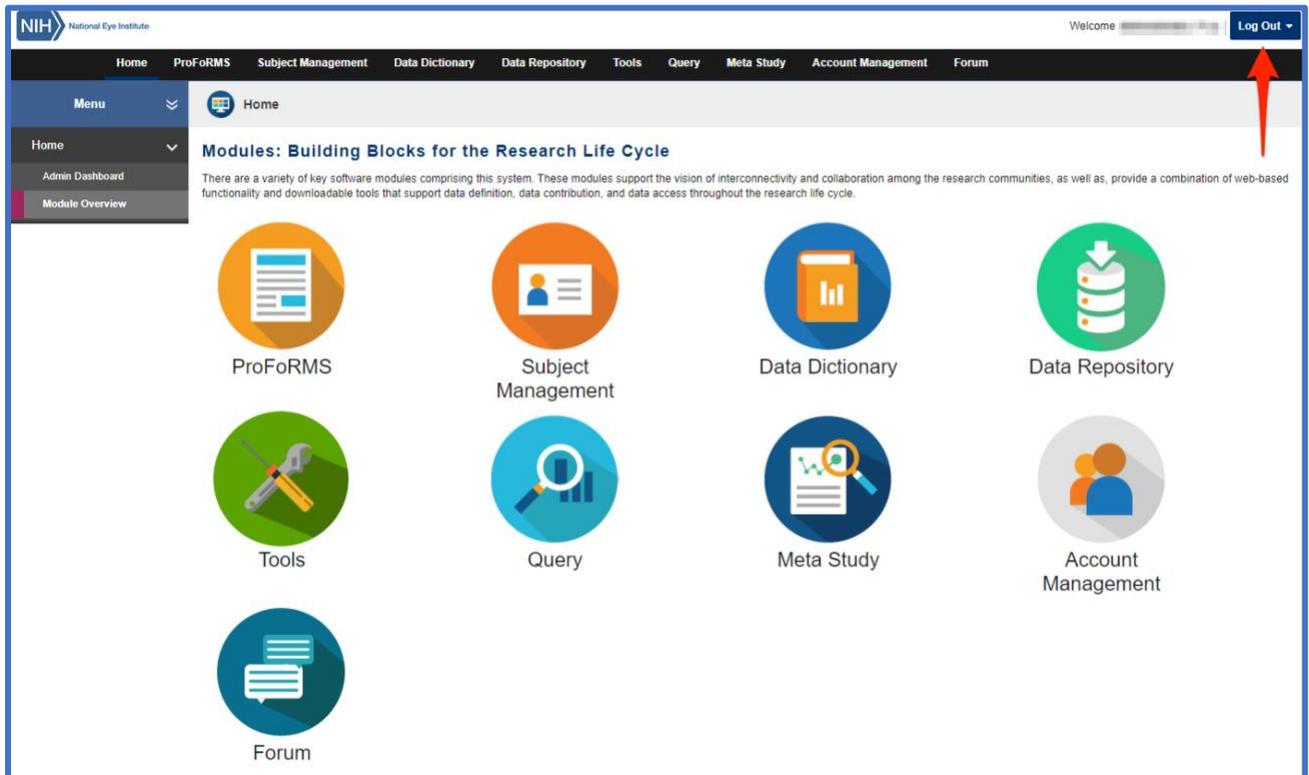
I understand and agree to all of the Terms and Conditions in this electronic documentation for use of Electronic Signature Agreement. Please check the appropriate box to provide your signature.

Submit

Other Changes

3.1 Logging out of your BRICS account and/or your RAS account.

1. When logged into your BRICS account, you will see a logout dropdown at the top left beside your username.



2. Should you wish to stay logged into other applications using RAS you may choose to only log out of your BRICS instance. If you wish to logout of all RAS applications you are currently signed into, select **Log out of [Your BRICS Instance] & RAS**.

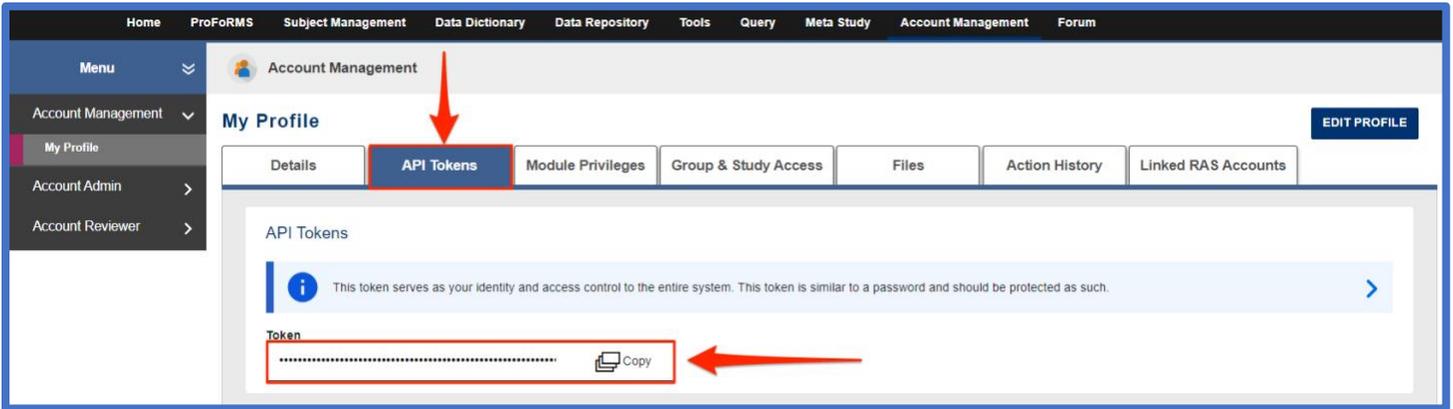


3.2 API token

The API token serves as your identity and access control to the entire system. This token is like a password and should be protected as such. The token updates every ~30 minutes minimum, on every login, and every session update.

Previously the API token was retrieved by making a request to `/auth/login` with the user's username/password. However, this has now changed:

For users to retrieve/refresh the API token, they will need to log into BRICS and navigate to the Account Management module. The "My Profile" page will load, and then select the 'API tokens' tab and your token is accessible there.



Contacts and Links

1. Help with RAS log in credential issues:

- a. Link to Login.gov password recovery: <https://secure.login.gov/users/password/new>
- b. Link for NIH PIV card issues: <https://auth.nih.gov/CertAuthV3/forms/mfa/Help.html>

2. General Information on NIH Researcher Auth Service:

<https://datascience.nih.gov/researcher-auth-service-initiative>