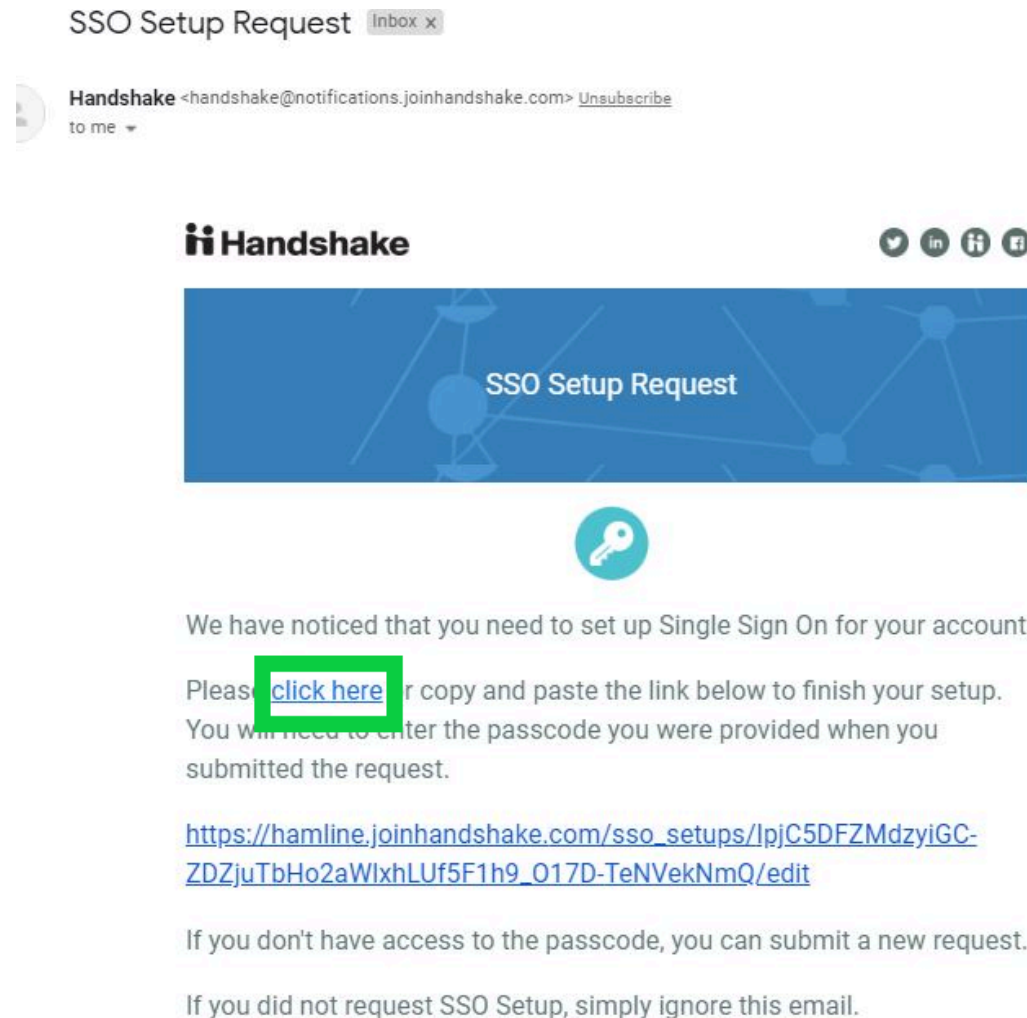


Hello!

Thank you for signing up for [Handshake](#)! Here's a guide to how that process will start.

Note: This is a one-time experience! You will NOT have to sign in this way each and every time you login to your Handshake account.

Just follow the green boxes! Here's where you'll start:



If you don't want to hear from us at all again you can unsubscribe [from all Handshake notifications](#)

Handshake Headquarters
P.O. Box 40770, San Francisco, CA 94140

This screen is requesting access to make your account password sync up with your Hamline email password. Please choose Set Up Single Sign On.

Get the job done.

Students
Launch the next step in your career.

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Bring the best jobs to your students.

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You successfully logged in to your Single Sign On portal but we could not find your Handshake account. You either don't have an account yet or your account is not configured correctly. Please use the options below to configure your account to login.

Set Up Single Sign On
If you are currently a student and your University uses Handshake, you likely already have an account but are missing Single Sign On details. We can help you configure those details. Use this option to have a one-time use link emailed to you that you can use to set up your account.

Register an Account
If you do not believe that you have an account yet you can register a new account.

Cancel SSO Configuration
If you don't want to choose any of these options, make sure to cancel the SSO Setup, especially if you are on a public computer.

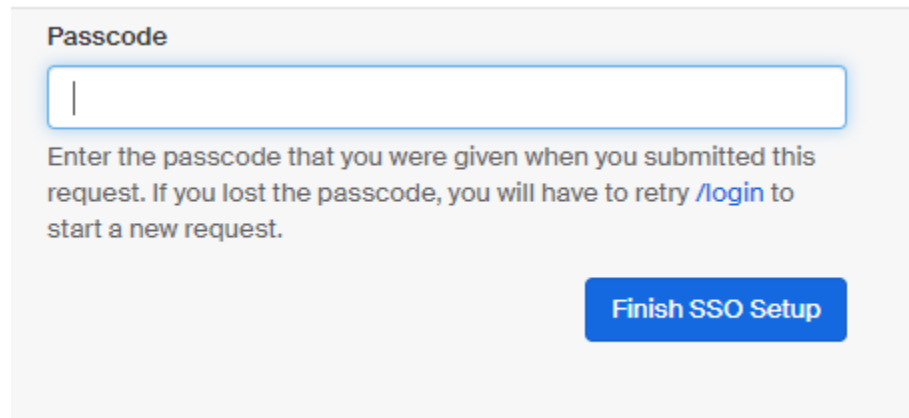
Choosing this option will lead you to a page with the following information:

We have sent an email with a link to set up your SSO Details. Once you click the link, you will be required to enter the below passcode. Make sure to write it down!

Passcode

Once you enter in the passcode your Single Sign On details will be configured and you'll be able to try logging in again.

You will then receive an email with a link. That link will bring you to the page where you can input the passcode you receive on the page before.



The screenshot shows a web form for entering a passcode. At the top, the word "Passcode" is displayed in a bold, dark font. Below it is a white rectangular input field with a thin blue border and a vertical cursor on the left. Underneath the input field, there is a paragraph of text: "Enter the passcode that you were given when you submitted this request. If you lost the passcode, you will have to retry [/login](#) to start a new request." The text is in a dark gray font, with the link "/login" in blue. At the bottom right of the form area is a blue rectangular button with the text "Finish SSO Setup" in white.

That's the sign in process! From there you will be asked to sign into your Hamline account and you can begin to fill out your profile and explore Handshake.

Please let us know if you have any questions. The Career Development Center can be reached via email at workshop@hamline.edu or by calling 651 523 2302.