

# Logging In via the GUI

To log in to DME using the web application:

1. If you do not already have an account, request one by sending a message to [NCIDataVault@mail.nih.gov](mailto:NCIDataVault@mail.nih.gov).
2. Open a supported browser:
  - Chrome
  - Safari
  - Firefox

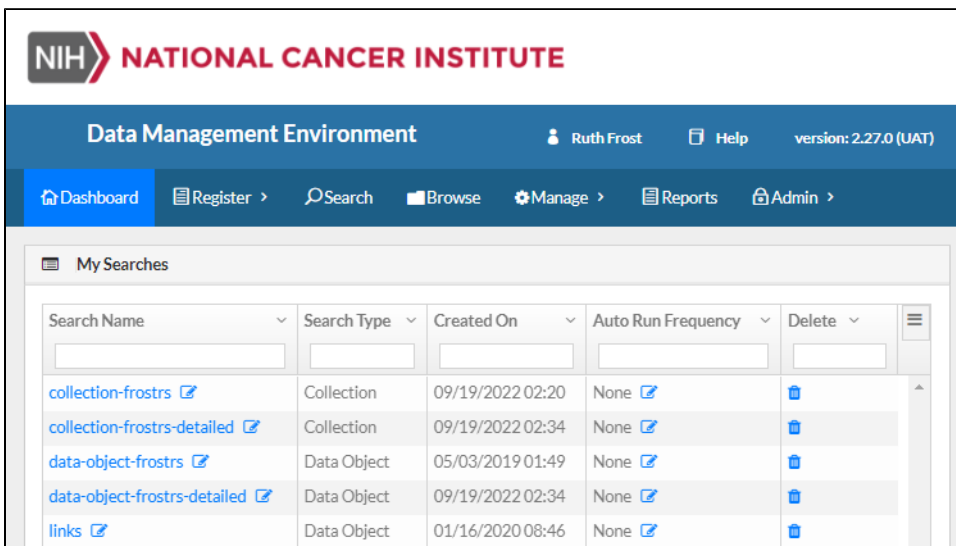
If you want to log in to DME using your PIV card and you want to use Firefox, log in to the NIH IT service desk and refer to the Firefox configuration instructions for your operating system:

3. Depending on your needs, visit one of the following tiers:
  - Windows: [https://myitsm.nih.gov/kb\\_view\\_customer.do?sysparm\\_article=KB0011339](https://myitsm.nih.gov/kb_view_customer.do?sysparm_article=KB0011339)
  - Mac: [https://myitsm.nih.gov/kb\\_view\\_customer.do?sysparm\\_article=KB0011357](https://myitsm.nih.gov/kb_view_customer.do?sysparm_article=KB0011357)
- Production: <https://hpcdmeweb.nci.nih.gov/>
- User Acceptance Testing (UAT): <https://fsdmel-dsapi01t.ncifcrf.gov/>

The iTrust login page appears.

4. Choose a login method:
  - Insert your PIV card in your smart card reader. Under **Smart Card Login**, click **Sign in**. If prompted, select a certificate and specify a PIN. For the UAT tier, a redirection page appears. In that case, click **Continue to requested address**.
  - Under **Sign in using your account credentials**, enter your NIH user ID and password. Click **Sign in**.

The Dashboard appears, with version information and your username on the right side of the banner.



On this page, the My Searches section lists your saved searches and the My Notifications section lists the notifications to which you have subscribed. For instructions on sorting, filtering, and navigating these lists, refer to the following pages:

- [Using the List of Saved Searches in the GUI](#)
- [Using the List of Notifications](#)

From the Dashboard, you can perform various actions. For instructions, refer to the following pages:

- [Finding Data via the GUI](#)
- [Using Bookmarks](#)
- [Viewing Metadata via the GUI](#)
- [Registering Data via the GUI](#)
- [Downloading Data via the GUI](#)
- [Subscribing to Notifications](#)
- [Managing Permissions](#)
- [Managing Users and Groups via the GUI](#)
- [Viewing Reports](#)
- [Deleting Data via the GUI](#)