

Mercer WIN® How to Log In





Go to <u>www.imercer.com</u> (1). Select "Sign in" from the dropdown menu next to the people icon. You may also click directly on the Mercer WIN® link (2).



Log in to your account by providing your **Email Address (3)** then click **Next (4)**.

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Log In Email Address Comment 6 Enter Forgot Password?	Create Account New to Mercer Account Center?	
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Are you returning to iMercer.com or have setup a MSSO account when using one of our other applications (for example, Mercer Data Connector)?

- On the Mercer Account Center login screen enter your email address and password. (5)
- Or, click "Forgot Password" to recover your password. (6)

If you don't have an existing iMercer account, click Create Account (7) and follow these steps:

- On the MSSO page you will be asked to enter your company email address, then click next.
- If you are redirected to the Mercer Account Center, click "Create Account" and follow the online instructions to complete the form.
 - If you were redirected back to your organization's login page, enter your company credentials to gain access into iMercer.
- Once all the required fields have been completed, Click "Save" and keep the "Your Account is Pending" page open.
- You will receive an email from MSSO; follow the instructions to complete your registration.
 - Don't see the Welcome email? Check your junk or spam folder and add "@mercer.com" to trusted senders list.)
- Return to the "Your Account is Pending" page and use the "click here" link at the bottom of the page to log in to your iMercer account.
 - Some users may have to verify their identity and perform a second level of security using Multi-factor Authentication.

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After you sign in, you will be prompted to the **License Agreement** window. You will only see this window if you are logging in for the first time or if you have purchased a new product. Make sure that you read and select "**I Accept**" and click on **Continue** (8).



Thank You



If you have any questions please contact our US & Canada client service team: <u>surveys@mercer.com</u>

800-333-3070

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