

HOW TO SET UP GRANT EMAIL NOTIFICATIONS USING SPIN

1. Go to: <https://spin.infoedglobal.com/authorize/login>
Click "Need to create a new profile?"
Login

Login ID: john123
Password:
 Remember me? [What's this?](#)
[Sign In Help](#)
[Need to create a new profile?](#)

2. Once you have created your account, the Office of Research will be notified via e-mail and will need to go into the system and approve your U/P. Once completed you will be able to sign into the system.
3. To begin receiving SMARTS email notifications with grant opportunities, you must create a search. We recommend you do so using the Keyword function. Click "Search then "InfoEd Keyword Search". Above the search bar click "Select Keywords."

SPIN World's Largest Database of Sponsored Funding Opportunities
Mary McConnell Duquesne University Sign Out
Search Preferences Saved Searches Funding Alerts Bookmarks Help
Basic Search
✓ InfoEd Keyword Search
Advanced Search
New/Modified Opportunities
Impending Deadlines
Limited Submission Programs
FedBiz Opps (US)
Federal Register Guide (US)
Non-Traditional Sources
Select Keywords
Clear Locate Funding
You have additional filters active. [Click here to edit them.](#)

4. Once you have selected keywords pertaining to your research or project, click "Locate Funding." Now that you have created a search, click "Save" to the right of the search bar. Name your search and indicate how frequently you would like to receive email notifications. Please note that these emails will appear in your inbox as "SMARTS".

music X Locate Funding Save
You have additional filters active. [Click here to edit them.](#)

Save Current Search X
Search name: music
User: [dropdown]
Would you like to configure SMARTS™ automation? [Help](#)
Note: This can be setup or edited under Funding Alerts later.
Receive email updates? HTML
Update frequency: None, Daily, Weekly
Save Changes Cancel
und: 36 Reset Filters E
drag and drop a column head
Opportunity Title Funding Amount * Bookmark
608 Undergraduate Scholar Award 4,000.00 USD +
753 Scientific Research Projects 20,000.00 USD +
761 ARL/MLA Diversity Inclusion Initiative Not Specified +
803 ACMP Grants - Chamber Music Workshops Not Specified +