



TITLE SingPass / 2FA User Guide for iGrants

PROJECT iGrants

DATE & VERSION 30 Jun 2021, Version: 1.0

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User Guide for iGrants

1 Launch the Website

- Type into the URL <https://igrants-appuat.a-star.edu.sg/> to launch iGrants website.
- iGrants login page will be displayed as below:

Agency for Science, Technology and Research SINGAPORE

Integrated Grant Management System

Grant Calls

Welcome to iGrants - A*STAR's Grant Application and Grant Evaluation system. The system is designated for researchers and grant managers who are involved in A*STAR grants. If you are a Principal Investigator; co-Investigator; collaborator; an invited reviewer or a grant manager, please login here > >

New Note: We have upgraded the system with SingPass/Multifactor Authentication login from 30 June 2021 0745 pm.

- For Singapore Citizen/Permanent Resident, Please login at 'For All Accounts'.
- If you do not have SingPass, Please login at 'For Special Accounts' and setup Multifactor Authentication

Please refer to this guide regarding 2FA and the FAQ.

Login:

[For All Accounts](#)

[For Special Accounts](#)

[Create new Account](#)

iGrants Helpdesk Contacts:
 For Account/Role inquiries, please click [here](#).
 For Other inquiries, please email [A*STAR's Office of Grants Administration](#).
[User Guides](#) [Downloads](#)
T&Cs 2020 version will supersede 2016 version

Ongoing Grant Calls

| No. | Grant Call ID | Grant Call Title | Council | Start Date | End Date |
|-----|-----------------------|---|---------|-------------|-------------|
| 1 | 192B8 | A*STAR Career Services FY19-FY20 | SERC | 12-Jun-2019 | 13-Jun-2019 |
| 2 | 202G6 | Outfitting of the SIMTech Innovation Factory at JID Cleantech Park 2B | SERC | 24-Aug-2020 | 31-Mar-2021 |

Upcoming A*STAR Grant Calls

| No | Council | Grants | Eligibility | Apr 2021 | May 2021 | Jun 2021 | Jul 2021 | Aug 2021 | Sep 2021 | Oct 2021 | Nov 2021 | Dec 2021 | Jan 2022 | Feb 2022 | Mar 2022 |
|----|---------|--------|-------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| | | | | | | | | | | | | | | | |

Upcoming Grant Calls from Other Institutions

| No | Awarding Institute | Grants | Eligibility | Apr 2021 | May 2021 | Jun 2021 | Jul 2021 | Aug 2021 | Sep 2021 | Oct 2021 | Nov 2021 | Dec 2021 | Jan 2022 | Feb 2022 | Mar 2022 |
|----|--------------------|--------|-------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| | | | | | | | | | | | | | | | |

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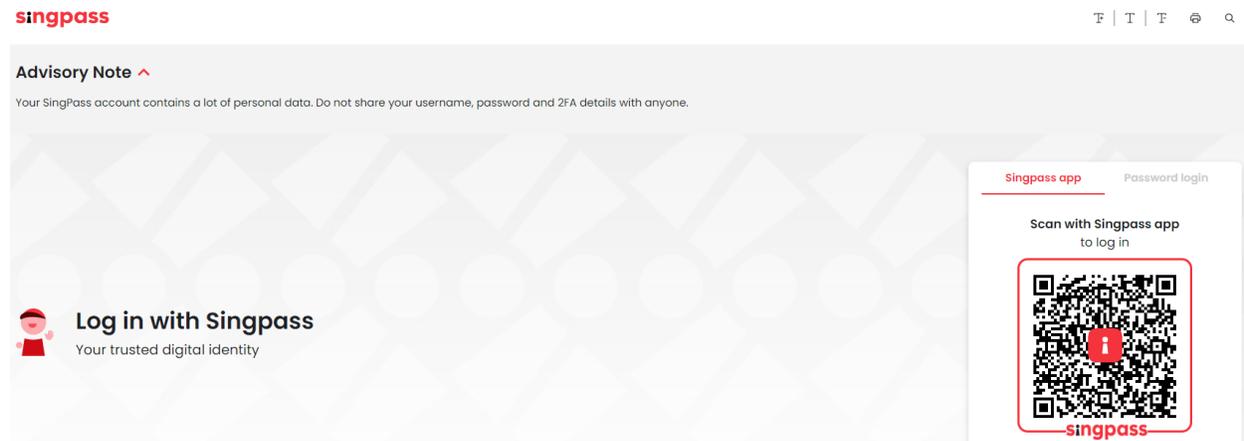
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- For SingPass login to iGrants, click on this [link](#) to proceed with the user guide.
- For Google Authenticator login to iGrants, click on this [link](#) to proceed with the user guide.

2 SingPass Login to iGrants

For Singapore Citizen (SC) or Singapore Permanent Residence (SPR):

- Please click on 'For All Accounts', you will be redirected to the SingPass login page as shown below.



- You can log in to SingPass with SingPass App using QR code scanning or Password login.

*Note: if you login using Password Login, you are required to enter SMS OTP for additional verification as shown below.

singpass

SMS OTP

Face verification

Enter the 6-digit One-Time Password (OTP) sent to your mobile number (****[REDACTED]). [Not your mobile number?](#)



OTP:

Submit

If you do not receive an OTP on your mobile device within 30 seconds, please click on the "Resend OTP" button here:

Resend OTP

3 SingPass iGrants Account Link Setup

- Upon successful SingPass Login, you will be redirected back to iGrants Portal and iGrants will display the below popup if system could not find any account tied to your SingPass account.

Please be informed you have no active iGrant Account linked to SingPass.
Click on Recover Account to look for your entity HI Administrator for assistance.

OK

- After click on 'OK', enter the login credentials for the iGrants accounts to link to the user SingPass login and click on 'Add'.
- User will be able to add in more than 1 iGrants account with this new feature.
- User may remove any linked account otherwise user may click on 'Done' to proceed to the dashboard.



The screenshot displays the 'Integrated Grant Management System' interface. At the top left is the logo for the Agency for Science, Technology and Research (A*STAR) SINGAPORE. The main header reads 'Integrated Grant Management System'. Below this, the 'Link SingPass to iGrants Accounts' section features a chain-link icon and two input fields: 'Login ID' with a note 'Note: Primary Email' and 'Password' with a note 'Note: Password is case sensitive'. To the right of these fields are three buttons: 'Add >>', '<< Remove', and 'Done'. On the right side of the interface, there is a section titled 'Linked iGrants Accounts' which is currently empty.

4 Google Authenticator 2FA Login to iGrants

For Non-Singapore Citizen (Non-SC) or Non-Singapore Permanent Residence (Non-SPR):

- Please click on 'For Special Accounts', you will be redirected to the ID and password login page as shown below.
- Key in Login ID and password then click on 'Login' to proceed.

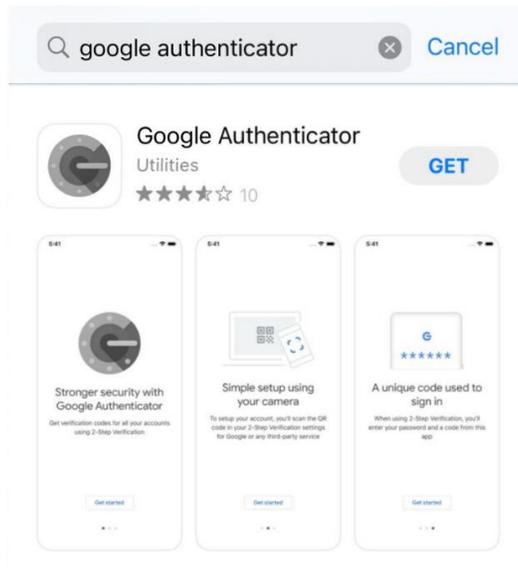
| Grant Calls | |
|--|--|
| <p>Welcome to iGrants - A*STAR's Grant Application and Grant Evaluation system. The system is designated for researchers and grant managers who are involved in A*STAR grants. If you are a Principal Investigator; co-Investigator; collaborator, an invited reviewer or a grant manager, please login here > ></p> <p>New Note: We have upgraded the system with SingPass/Multifactor Authentication login from 30 June 2021 0745 pm.</p> <ul style="list-style-type: none">• For Singapore Citizen/Permanent Resident, Please login at 'For All Accounts'.• If you do not have SingPass, Please login at 'For Special Accounts' and setup Multifactor Authentication <p>Please refer to this guide regarding 2FA and the FAQ.</p> | <p>Login:</p> <p>Login ID: <input type="text"/></p> <p>Password: <input type="password"/></p> <p><i>Note: Password is case sensitive</i></p> <p> Login</p> <p> Back</p> <p>Recover Account Create new Account</p> |

- User will need to set up 2FA authentication on their mobile phone as shown below.
- Click on 'Generate QR Code' and if user does not have Google Authenticator install in mobile phone, you may follow the steps in next page for installation otherwise you may proceed to page [8](#) to continue with the setup.

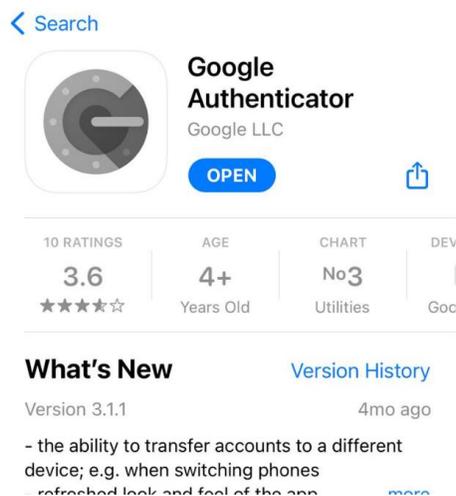
| Setup 2FA Authentication - Google Authenticator on Handphone | |
|---|---|
|  | <p>Two-Steps Verification Setup</p> <p>2FA Authentication had not been enabled for your iGrants Account.</p> <p>1. Click on Generate QR for setup.</p> <p><input type="button" value="Generate QR Code"/></p> |

5 Download 2FA Authenticator (For Non-Singapore Citizen (Non-SC) or Non-Singapore Permanent Residence (Non-SPR))

- User has to download the 2FA Authenticator of your choice (Google Authenticator, Microsoft Authenticator, Authy etc.) in your mobile from Apple App Store/ Google play Store as shown below and tab on 'Get'.

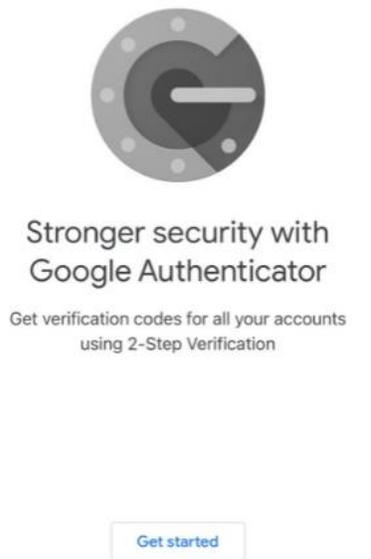


- After the Google Authenticator has finish download, tab on 'Open' to open the app.

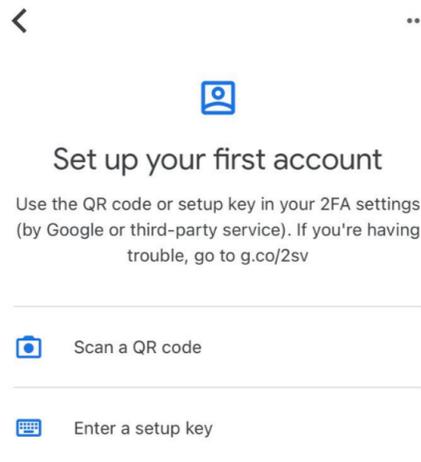


6 Setup 2FA Authenticator (Google Authenticator) For Non-Singapore Citizen (Non-SC) or Non-Singapore Permanent Residence (Non-SPR)

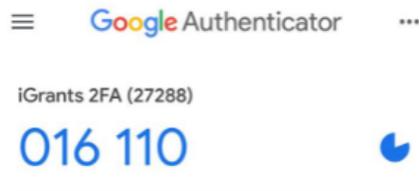
- Once the Google Authenticator app open up, tab on 'Get Started' to setup the 2FA authentication.



- Tab 'Scan a QR code' and scan the QR at iGrants Google Authenticator setup screen.

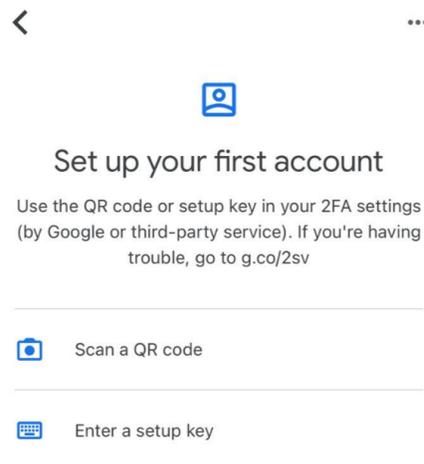


- User iGrants account and 2FA information will be registered on the app.



Unable to load QR:

- If user's mobile phone is unable to scan the QR code, you may select 'Enter a setup key' at the Google Authenticator app.



- Enter a name under the 'Account' field, key in the manual setup code into the 'Key' field on the Google Authenticator mobile app and tab on 'Add' button.

2b. Save Manual Setup Code (For Backup)
GEZDMZJVMIZDCNZU

3. Enter to Validate Generated Code

Validate Code:

Validate Code Reset Validation Close Page

Time-based Add

- User iGrants account and 2FA information will be registered on the app.



QR Code Validation:

- Enter the 6 digit code into the 'Validate Code' field, step 3 of the setup instructions

3. Enter to Validate Generated Code

Validate Code:

Validate Code Reset Validation Close Page

591075 is a valid PIN at SGT time 4/14/2021 12:24:26 AM

- Click on 'Validate Code' button, a message will be shown if the setup is successful.
- Once the setup is successful, click on 'Close Page' button.

7 Subsequent 2FA Login For Non-Singapore Citizen (Non-SC) or Non-Singapore Permanent Residence (Non-SPR) with Initial 2FA Setup Completed

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| Please refer to this guide regarding 2FA and the FAQ. | |

| Login: | |
|---|--------------------------------------|
| Login ID: | <input type="text"/> |
| Password: | <input type="password"/> |
| Note: Password is case sensitive | |
|  | <input type="button" value="Login"/> |
|  | <input type="button" value="Back"/> |
| Recover Account Create new Account | |

- User will be redirected to 2FA OTP page to enter the code in.
- Open Google Authenticator app on user mobile to generate the 6 digit code.
- Enter the 6 digit code into the textbox and click on the 'Submit' button.

| | |
|--|---|
|  |  |
| 2FA Authentication - Google Authenticator OTP | |
| Enter the 6-digit One-Time Password (OTP) displayed on your Google Authenticator Mobile App. | |
|  | <input type="text"/> |
| | <input type="button" value="Submit"/> |

- If the authentication is successful, user will be redirected to their iGrants dashboard otherwise user will be require to enter the OTP again.

8 Issues in Login-Related Matters

For login-related issues and resetting of 2FA iGrants account, you may reach out to A*STAR's Office of Grants Administration (A-STAR_OGA@hq.a-star.edu.sg) for assistance.

9 Frequently Asked Questions (FAQ)

1 Why is Singpass 2FA built into iGrants?

- Singpass Two-Factor Authentication (2FA) is introduced to iGrants login which helps to better protect iGrants user's personal data and account.

2 What is SingPass and how to apply for SingPass?

- Please visit SingPass website <https://www.singpass.gov.sg/singpass/> for more information and the registration details to apply for SingPass.

3 How do I reset 2FA (SingPass/Google Authenticator) linked to my iGrants account?

- You may reset the 2FA when you have login to iGrants that is under 'Edit' and click on 'My Profile 2FA Setup'.



4 How do I tag more iGrants accounts under my SingPass?

- You may tag more accounts when you have login to iGrants that is under 'Edit' and click on 'My Profile SingPass Link'.



5 We have tagged more than 1 account to my SingPass, how do I switch account after logging in?

- After you have login, you may switch to any accounts that you have successfully tagged at the top right of your iGrants dashboard.



6 My iGrants accounts have been tagged to my SingPass, can I change the authentication mode for all my iGrants account to other 2FA mode such as Google Authenticator?

- For Singapore Citizen and Singapore Permanent Residence, you are required to use SingPass to login to iGrants. If you will like to proceed with reset all your iGrants accounts to other 2FA mode, kindly write in to A*STAR's Office of Grants Administration (A-STAR_OGA@hq.a-star.edu.sg) indicating your reason.