## **CSU SHI Login Instructions**

To access SHI, please open your browser and enter the following URL. Note you will need to modify the last portion of this slightly for your campus

https://	/ds calstate edu	/?svc=shi&env=nrod&uri=login&org=r	orgvalue
11((p3.))	us.cuistate.cuu		JISVUIUC

Campus	Org Values			
Cal Maritime	csum			
Cal Poly Pomona	csupomona			
Cal Poly San Luis Obispo	calpoly			
Chancellor's Office	со			
CSU Bakersfield	csub			
CSU Channel Islands	csuci			
CSU Chico	csuchico			
CSU Dominguez Hills	csudh			
CSU East Bay	csueastbay			
CSU Fresno	csufresno			
CSU Fullerton	fullerton			
CSU Long Beach	csulb			
CSU Los Angeles	Calstatela			
CSU Monterey Bay	Csumb			
CSU Northridge	Csun			
CSU Sacramento	Csus			
CSU San Bernardino	Csusb			
CSU San Marcos	Csusm			
CSU Stanislaus	Csustan			
Humboldt State University	humboldt			
Moss Landing Marine Laboratories	mlml			
San Diego State University	sdsu			
San Francisco State University	sfsu			
San Jose State University	sjsu			
Sonoma State University	sonoma			

Example URL:

https://ds.calstate.edu/?svc=shi&env=prod&uri=login&org=Csun

You will be redirected to login at your campus' authentication page (see example below), using your campus provided username and password that you likely use for accessing campus email and other

service. Please contact your local help desk if you need assistance with this step.



Once authenticated by your campus, you should see the main SHI page for obtaining quotes.

		Skip to content   🏹	0 item(s): \$0.00   Englis	h▼   H	lome   SHI Blog   Cont	tact Us   Al	oout SHI   Trullinger, Michael 🔅	
California State University-Chancellors Office								
	My Account	Products	Solutions & Services	Clou	bu	Search	Go	
	My Home	Orders and Que	otes Tools and Re	ports	Account Manager	nent		
Welcome to the SHI Catalog for the California State University– Software Master Enablement Agreement #4431 – effective 12/01/2013 to 12/31/2018 As a global provider of IT products and solutions, SHI is here for to support all your IT needs. If you have any questions please contact your account team								
					o'		Order Status Retrieve Quotes	

## Troubleshooting

- If you do not know your username and password, as shown above, please contact your campus help desk for assistance.
- If the error message you see **does not include the SHI logo** shown above, check the URL in your browser. If it includes part of your campus name, please contact your location help desk. For example:



• If the error message **includes the SHI logo**, please contact **Dennis Fazekas** with the SHI Web team at 732-868-6293 or Dennis\_Fazekas@SHI.com

## **Managing User Role Assignments**

By default, all logged in users have the ability to browse and generate quotes. To place orders and manage other user's access, you must first be granted access in SHI to do this. Please contact your procurement office if you have questions about obtaining additional rights. Once you have been granted the additional rights, you must log into the system using the process above, and navigate to the following URL in your browser within **30 minutes**.