



The Montana State Information Technology Services Division (SITSD) has changed the method by which users authenticate to Employer Reporting Information Center. Employers will now use Okta rather than ePass to log into ERIC. Any employer who has used ERIC within the last two years will have their User ID transferred to Okta, however employers will be required to “activate” their account and establish a password for Okta.

1. Open a web browser and visit <https://login.mt.gov>.

SIGN IN
FORMERLY EPASS MONTANA

Username
State Employees use your state network username, all others use email address

Password

☐ Remember me

Sign In

OR

→ **Employee Sign-In**

If you previously logged in using the Google, Microsoft, or Facebook buttons and have not setup a new Okta Password, please click on this link:

[Need help signing in?](#)

2. On the Okta Sign In page, click **Sign up**.

3. On the Create Account page, enter this information:

- **Email**
- **Password (follow password requirements guide)**
- **First name**
- **Last name**

4. Click **Register**.

Create Account
Formerly ePass Montana

Email

Password

- ✓ At least 8 character(s)
- ✓ At least 1 number(s)
- ✓ At least 1 lowercase letter(s)
- ✓ At least 1 uppercase letter(s)
- ✓ Does not contain part of username

* Indicates required field

Register

5. Open your email client and click the **Activate Account** link in your email from **Okta**. This link expires within seven days of receiving it.

Now your account is created, and you will be redirected to the Sign In page.

6. Enter your email address/username and password and click **Sign In**.

MONTANA.GOV

Activation

Hi Kelly,

Welcome to mtgov!

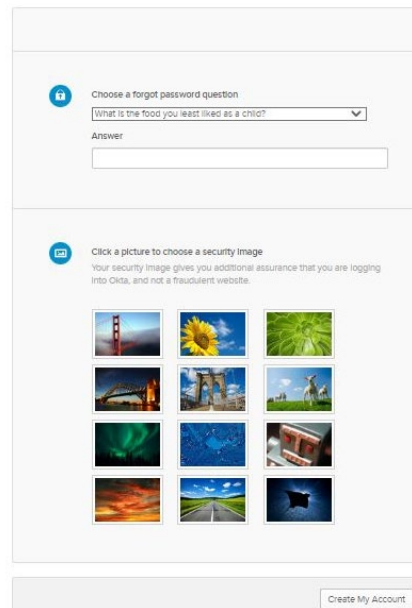
To verify your email address and activate your account, please click the following link:

[Activate Account](#)

This is an automatically generated message from **Okta**. Replies are not monitored or answered.

7. On the Welcome page, complete these fields:

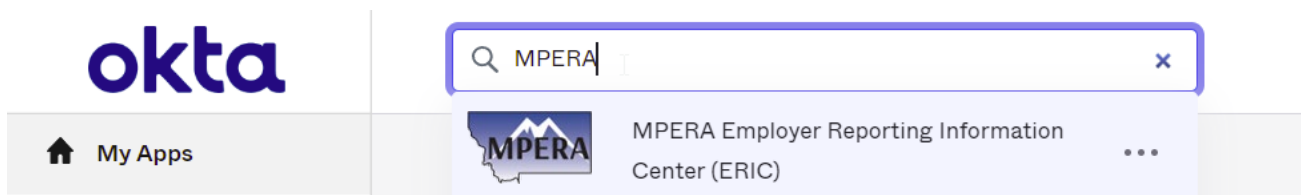
- Choose a **forgot password question**
- Choose a **security image**



The image shows the Okta Welcome page registration form. It has two main sections. The first section is titled 'Choose a forgot password question' and contains a dropdown menu with the text 'What is the food you least liked as a child?' and an 'Answer' input field. The second section is titled 'Click a picture to choose a security image' and contains a 3x3 grid of nine different images. Below the grid is a 'Create My Account' button.

You are directed to your User Dashboard.

8. On the User Dashboard you can **search** for Apps such as **MPERA Employer Reporting and Information Center (ERIC)** and proceed to ERIC for reporting.



9. After the initial registration you can login using the ERIC Log In link on <https://mpera.mt.gov/>

