



The Montana State Information Technology Services Division (SITSD) has changed the method by which users authenticate to Member Self-Service (MSS). Members will now use Okta rather than ePass to log into MSS. If you are a state employee, you will not be able to use your state email account. Create your Okta account with a **personal** email account only.

Please read all the way through this document before beginning the process so that you have all the necessary information ready.

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

Remember me

Next

OR

f Sign in with Facebook

G Sign in with Google

W Sign in with Microsoft

Employee Sign-In

Need help signing in?

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

Don't have an account? [Sign up](#)

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

- **Email (cannot be State of Montana)**
- **Password (follow password requirements guide)**
- **First name**
- **Last name**

4. Click **Register**.

Create Account
Formerly ePass Montana

✓ 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

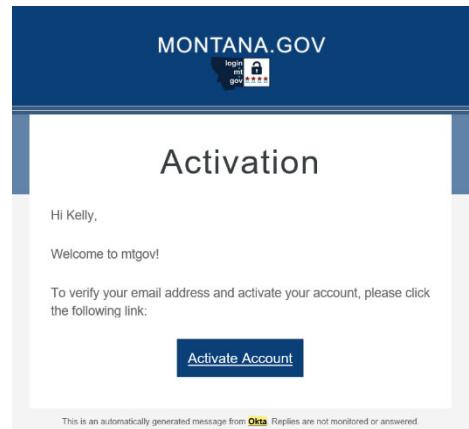
* indicates required field

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.

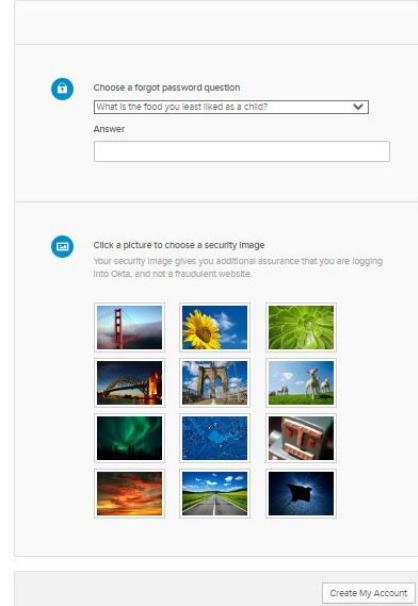
Now your account is created, and you will be redirected to the Sign In page.

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



7. On the Welcome page, complete these fields:

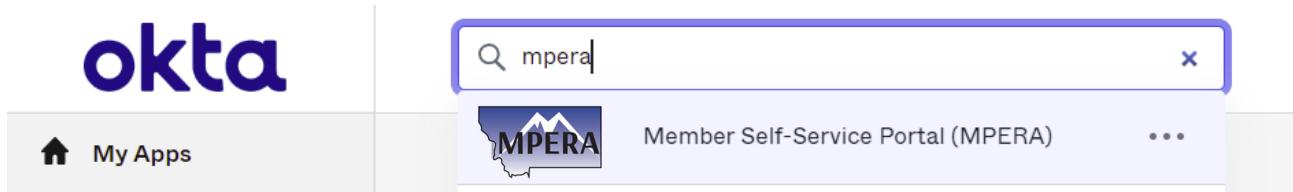
- Choose a **forgot password question**
- Choose a **security image**



The screenshot shows the Okta Welcome page. At the top, there is a field labeled "Choose a forgot password question" with a dropdown menu showing "What is the food you least liked as a child?". Below it is a "Answer" input field. Below these fields, there is a section titled "Click a picture to choose a security Image" with the sub-instruction "Your security Image gives you additional assurance that you are logging into Okta, and not a fraudulent website." A 3x3 grid of 9 security images is displayed, including various landscapes and objects. At the bottom right of the page 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 Member Self-Service Portal**.



The screenshot shows the Okta User Dashboard. On the left, there is a sidebar with a "My Apps" section. The main area features a search bar with the text "mpera" typed into it. Below the search bar, there is a list of apps. One app, "Member Self-Service Portal (MPERA)", is visible, accompanied by its logo (a blue square with white mountains) and a three-dot menu icon. The background of the dashboard has a light gray grid pattern.

9. From here you can register with MSS. You **must** have:

- Your **Person ID** which can be found on your Annual Statement from MPERA
- Your first and last name
- Your date of birth
- The last four digits of your SSN
- To complete your registration, you will be sent a registration key through your email.

Please contact the Member Call Center at Toll Free: 1-877-ASK-PERB (1-877-275-7372) or in Helena: 406-444-3154 if:

- You do not receive the email with this registration key
- You need your Person ID
- You have any other issues related to your member account or this registration process

You can also call our call center if you would like them to check your account before setting up a new account or if you would like help setting up your new account.