Quick Reference Guide: How to Log into PeopleAdmin7

Instructions: Use the following steps to log into ISU’s Classification and Hiring System, PeopleAdmin7. You will need your ISU Net-ID and password to log in to the HR Portal. If you are unsure of your username/password, please contact the Solution Center (515-294-4000). Refer to Understanding the PeopleAdmin Interface Job Aid for more detailed descriptions.

1. Open a web browser (e.g. Internet Explorer, Safari, Firefox, Chrome).


3. Click the yellow link “Please click here to log in with your ISU Net-ID”.

4. Enter the first part of your ISU Email address as your Net-ID.

5. Enter your email address password in the password field.

6. Click Login.

You are now logged into PeopleAdmin 7. To log out, click the link on the upper right hand side.