InfoEd SPINPlus Funding Opportunities Database Account Set-up Instructions

2. Click on the “GENIUS” link along the top of the page.
3. Choose Create New Profile.
4. Select “University of Baltimore” as your institution.
5. Fill out the New Profile Registration Page - select the department listed.
6. Click Submit.
7. You will now be at a page called the Profile Summary Page – Do not fill anything out on this page. Scroll to the bottom and click “Log Out”.
8. Your Administrator (Marc Lennon) will now receive an e-mail and he will need to validate your profile.
9. Once validated you will then be able to sign into SPIN for added functionality and remote access.
10. Instructional videos on how to use the system can be found here: [https://spin.infoedglobal.com/Home/TrainingVideos](https://spin.infoedglobal.com/Home/TrainingVideos).

Please call x-6191 or email Magui Cardona, Director of Sponsored Research and Faculty Development, if you’d like help setting-up an account or if you have any questions about the system.