

# How to Access and Login to Terminal Four (T4)

## Getting Access

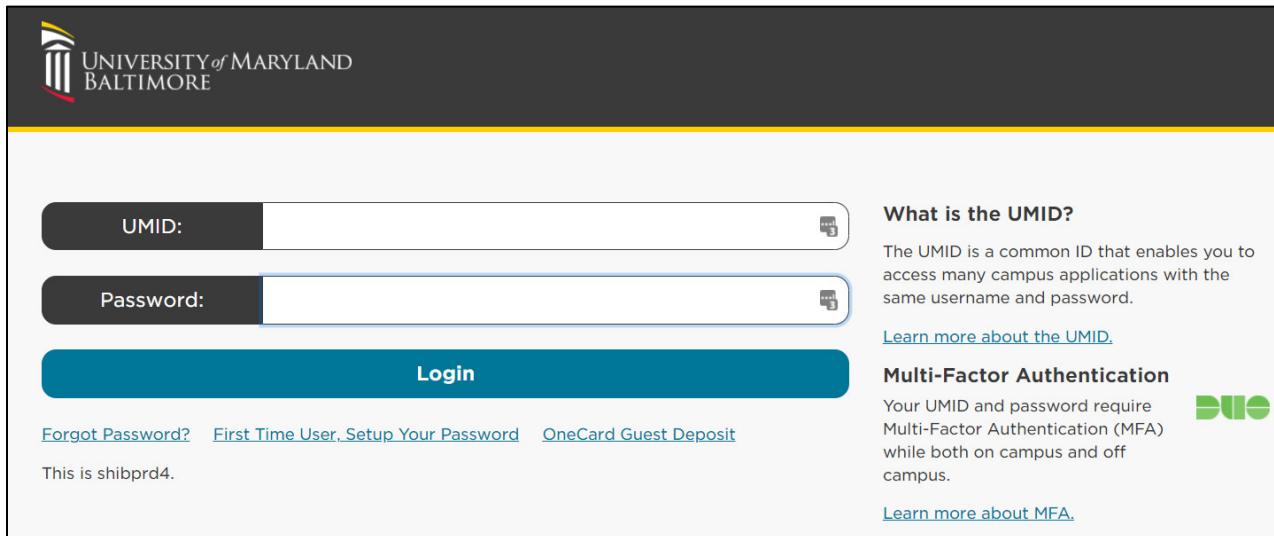
Before you can use T4, you need to be added as a user. To request access, [contact the Digital & Web Communications team](#). Be sure to include the name of the site or section(s) you'll be editing so they can grant you the appropriate permissions.

**NOTE:** SOM Faculty are automatically granted access to their Faculty Profile in T4. If you log in, and don't see your Faculty Profile, contact the [Digital & Web Communications team](#).

## Logging into T4

1. Go to: [sitemanager.umaryland.edu](http://sitemanager.umaryland.edu) or [medschool.umaryland.edu/t4](http://medschool.umaryland.edu/t4)  
*Tip: Bookmark this link for easy access.*
2. You'll be redirected to the UMB login screen (see Figure A). Enter your **UMID username** and **password**. If you need help, click "Forgot Password?" on the login screen.

**Figure A:**



UNIVERSITY of MARYLAND  
BALTIMORE

UMID:

Password:

**Login**

[Forgot Password?](#) [First Time User, Setup Your Password](#) [OneCard Guest Deposit](#)

This is shibprd4.

**What is the UMID?**  
The UMID is a common ID that enables you to access many campus applications with the same username and password.  
[Learn more about the UMID.](#)

**Multi-Factor Authentication**  
Your UMID and password require Multi-Factor Authentication (MFA) while both on campus and off campus.  
[Learn more about MFA.](#)

**DUO**

3. Access to T4 is tied to your UMID. After logging in, you'll be directed to the T4 homepage.
4. You should see a list of sections you have permission to edit. If a section you need is missing, contact the [Digital & Web Communications team](#) for assistance.