

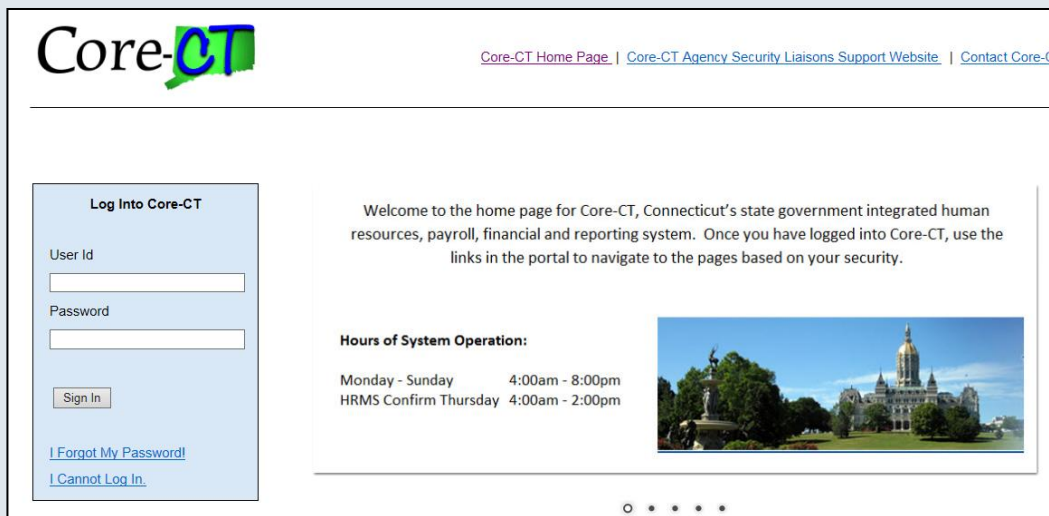
Logging into Core-CT

Purpose:

This job aid will show the steps to log on to the Core-CT Home Page.

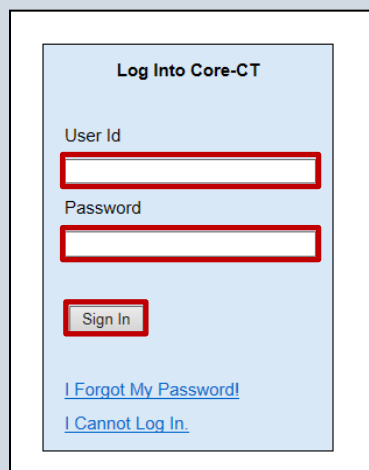
Steps

1. Navigate to the Core-CT Home Page using the following hyperlink: <https://corect.ct.gov>
2. The Core-CT Home Page will be displayed.



The screenshot shows the Core-CT Home Page. At the top left is the Core-CT logo. To the right are navigation links: [Core-CT Home Page](#), [Core-CT Agency Security Liaisons Support Website](#), and [Contact Core-CT](#). Below the logo is a "Log Into Core-CT" form with fields for "User Id" and "Password", a "Sign In" button, and links for "[I Forgot My Password!](#)" and "[I Cannot Log In.](#)". To the right of the form is a welcome message: "Welcome to the home page for Core-CT, Connecticut's state government integrated human resources, payroll, financial and reporting system. Once you have logged into Core-CT, use the links in the portal to navigate to the pages based on your security." Below the message is a section titled "Hours of System Operation:" with the following text: "Monday - Sunday 4:00am - 8:00pm" and "HRMS Confirm Thursday 4:00am - 2:00pm". To the right of the hours is a photograph of the Connecticut State Capitol building.

3. On the Core-CT Home Page, enter the **User ID** and **Password** provided by Retirement Services Division.
4. Click **Sign In**.



This is a close-up of the "Log Into Core-CT" form. The form has a light blue background and contains the following elements: a "User Id" label above a text input field, a "Password" label above another text input field, a "Sign In" button, and two links at the bottom: "[I Forgot My Password!](#)" and "[I Cannot Log In.](#)". Red rectangular boxes are drawn around the "User Id" and "Password" input fields and the "Sign In" button to highlight them.