Quick Reference Guide: How to Login to PeopleAdmin 7

**Instructions:** Use the following instructions to login to PeopleAdmin 7, the University’s talent management system. PeopleAdmin 7 is a tool that provides efficient management of job descriptions, applicant tracking, and the staff performance evaluation process. You will need your **UARK ID** and **password**, the same ones you use to access your University email account.

**For University Employees:**

1. Open a web browser (e.g. Firefox, Safari, Chrome or Internet Explorer).
2. Navigate to jobs.uark.edu/hr/shibboleth to go directly to the UARK Central Login page.
3. Enter your **UARK username** (*first part of your uark email address*).
4. Enter your current **UARK password** for your email account.
5. Select **Log in**.
6. You are now logged into PeopleAdmin 7! To logout, click the link on the upper right hand side.
For Guest Users and non-university Search Committee Members:

1. Open a web browser (e.g. Firefox, Safari, Chrome or Internet Explorer).
2. Navigate to https://jobs.uark.edu/hr
3. Enter your guest username (provided in the email you received).
4. Enter your guest password (also provided in the email you received).
5. Select Login.

6. You are now logged into PeopleAdmin 7! To logout, click the link on the upper right hand side.