SAMIS
New User Guide

Welcome to SAMIS

1. New users will receive a SAMIS invitation email from Escambia Children's Trust.

2. The email provides login instructions along with a username and password.

3. Click on the "Visit Site" button or enter https://escambia.samis.io/ to go to the SAMIS login page.

4. To login to SAMIS, enter your username and password provided in the invitation email .

Sample Invitation Email
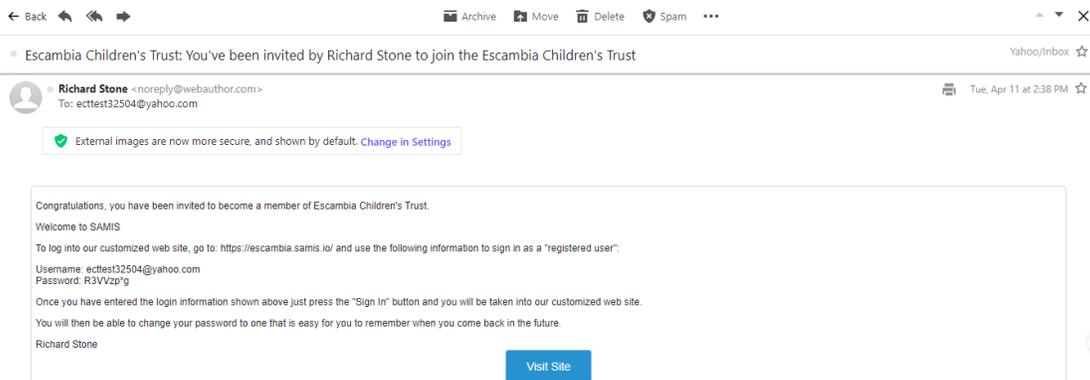
5. You will then be asked to enter a new password and agree to the Terms of Use before entering SAMIS.

6. Click on the dropdown arrow next to your user name (top right corner of screen) to complete the your SAMIS profile.