

How to log in to the ISP portal – roles and access

Different roles in the ISP portal – what does it mean?

In the ISP portal, there are various roles such as PhD student, principal supervisor and director of studies (see below for a list). The specific role you use for log in determines which rights you have in the portal. For example, if you are both head of department and supervisor, you need to change roles to be able to approve ISPs for your department in your role as head of department, and when you want to work with your doctoral student's ISP, you change roles to principal supervisor.

The following roles are currently available in the ISP portal:

- Supervisor
- PhD student
- Director of study – department level
- Administrator – department level
- Head of department
- Director of study – faculty level
- Administrator – faculty level
- Faculty office

How can I get the correct role?

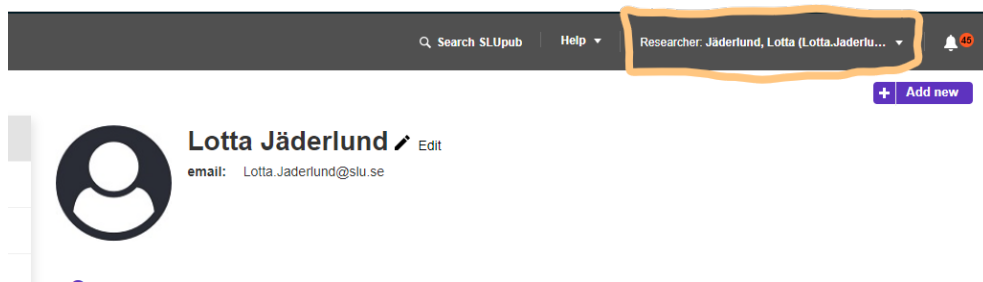
Please contact ISP@slu.se and tell us what kind of role you need, for example supervisor or doctoral student, and we will fix the problem.

How can I check who has a specific role in the ISP portal at my department or faculty?

If you would like to know who has a specific ISP [role at your department or faculty, please visit this web site](#) (click "Roles by department" or "Roles by faculty").

How do I log in to the ISP portal? How do I switch role?

After you have clicked on the link to the ISP portal and logged in with your regular AD login, you may need to change roles to enter the ISP portal. You do this by clicking on the small white arrow next to your name at the top right of the image (marked in yellow in the image below) and on the "Switch Role" tab.



Depending on which role you have been assigned in the system, you have one or more different roles to choose from when you change roles, see the list below. If your role is "Researcher" as in the image above, you have come to SLUPub, which is created in the same system as the ISP portal. To get to the ISP portal, select a role that starts with "ISP", for example ISP PhD Supervisor or ISP PhD student, see below.

