

Procedures to use COA Intranet

1. Click on the COA Intranet Banner under **Quick Links** in the COA Website Homepage



2. Enter your username and password

COA Intranet

Enter your username and password to access this service. Remember to click Log Out at the end of your session and close the browser. If you have problems using this service please contact the ITO on 9525700 loc. 4018 or 2113.

Username **firstname.middlename.lastname**

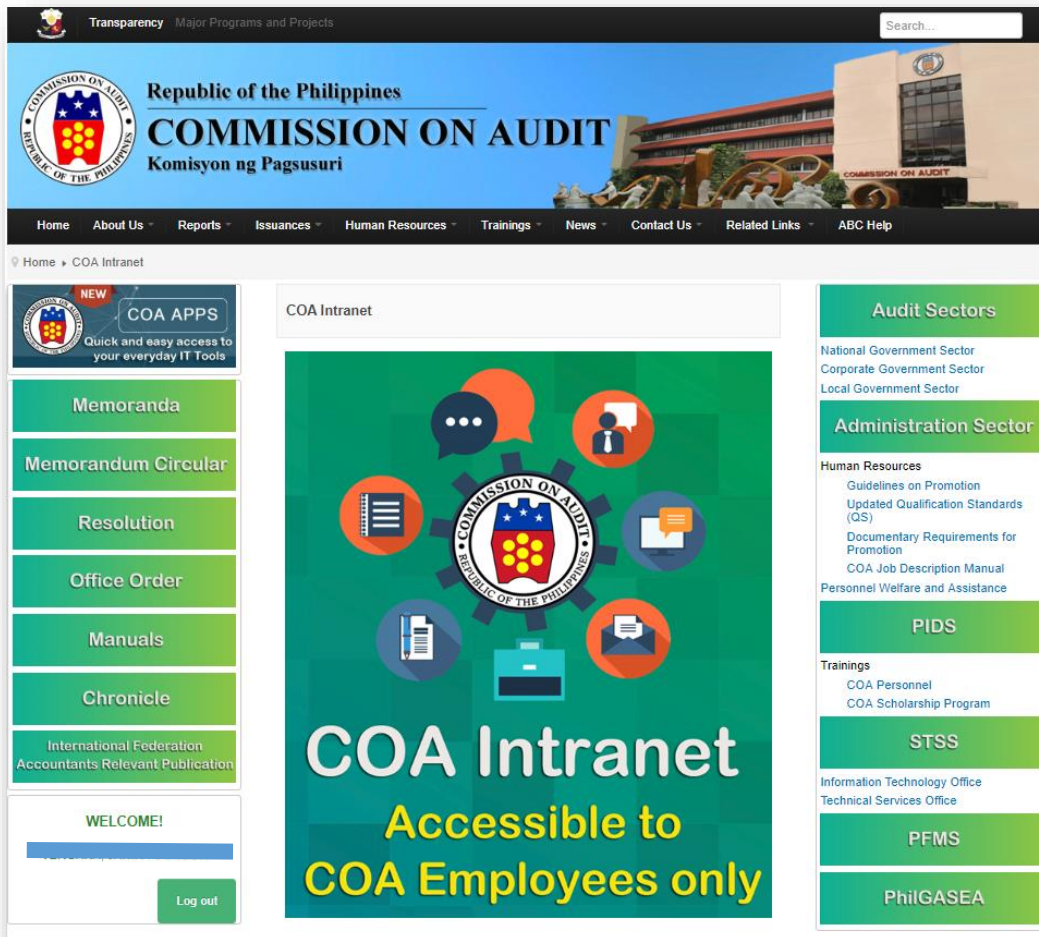
Password **employee number**

Log in

Remember me

COA Intranet
Accessible to
COA Employees only

3. You will be redirected to our COA Intranet



4. Click on Intranet banner to be redirected to our COA Intranet



5. To Log out, Click on the button

