Overview: This job aid demonstrates that various ways users can access Spartan Marketplace. These include: The EBS Portal, a direct link, and through a link on the University Services website.

EBS

1. From the EBS Portal Login Page (ebs.msu.edu), enter your MSU ID and password.  
   **Note:** Two-Factor Authentication will be required.
2. Once in the EBS Portal page, locate the Spartan Marketplace Tab

   ![EBS Secure Portal](image)

3. Click on the **Spartan Marketplace** link to access the Spartan Marketplace homepage.

   ![Spartan Marketplace Tab](image)

**Spartan Marketplace Direct Link**

1. Type this web address into your browser: marketplace.msu.edu
2. On the Spartan Marketplace login page, enter your MSU ID and Password.  
   **Note:** Two-Factor Authentication will be required.

**University Services Website**

1. The Spartan Marketplace direct link (marketplace.msu.edu) and additional information is available on the University Services website at usd.msu.edu/purchasing/spartan-marketplace.

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If you have any questions or need assistance, please contact Spartan Marketplace Support at 884-6177 or email us at spartmar@msu.edu