Simpler Login Instruction

To access to *Simpler Financials*, please visit Auditor Controller’s website at [www.auditorcontroller.org](http://www.auditorcontroller.org). The link to Simpler 3.0 is located under County Links (lower middle section).

At the login screen, please make sure the User ID starts with capital “E” and 6 digit of your employee number or login similar to your PeopleSoft logon. Please email acoreports@rivco.org for password. The password is case sensitive.

**User ID:** E _ _ _ _ _ _ (Employee Number)

**Password:** _________________________

The password that is provided is temporary and is good for 10 days, after which it will expire. After entering your password, you will be taken to a login screen. You will be asked to agree to “Terms of Use” and you will be given instructions on how to set up your password. You will also be sent an e-mail, which will ask you to authenticate the user. After these steps are completed, you will have access. Please follow the directions provided.

We hope you find this management reporting tool to be useful in providing you timely, quick and accurate information. A user manual is provided to use once you login into the system. The User Manual can be found in the menu. If you have any problems with login, please e-mail acoreports@rivco.org and we will respond to your concerns.