Please use the following link to access the new portal:

https://townofneedhamma.tylerportico.com/tesp/employee-selfservice/
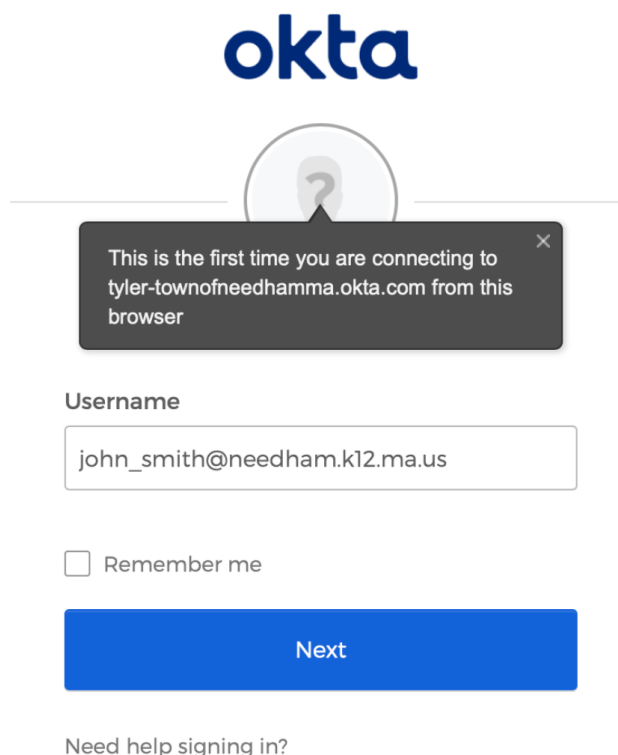
You will be using your NPS Google account for single sign on (SSO) for this portal.

Here are the basic instructions:

Click the link to the portal.

You will be redirected to a OKTA login page where you will enter your NPS Google email address to begin the login.

okta

This is the first time you are connecting to tyler-townofneedhamma.okta.com from this browser ×

Username

john_smith@needham.k12.ma.us

☐ Remember me

Next

Need help signing in?

Click Next. If you are not already logged in to Google, you will be redirected to the Google login page. From here you may be asked to confirm you are logging in with the correct account or if you use 2 factor authentication it will ask you to complete that authentication.

G Sign in with Google

Choose an account from needham.k12.ma.us

to continue to **iVisions Portal**

A **Alexandra Montes McNeil**
alex_mcneil@needham.k12.ma.us

（ⓒ） **Use another account**

To continue, Google will share your name, email address, language preference, and profile picture with iVisions Portal.

Once you are on the splash page, click the "Employee Access" link.

Portal Home

Town of Needham Employee Access

Employee Access
Employee Access Application

Personalized
Manage your accounts, password, and profile preferences.

All in one place
Access and manage preferences for multiple applications using the same login information.

Access anywhere
Keep up to date on reminders, alerts, and other changes to the applications you use.

Employee Access

Employee Access Application

Next, for the first time you login you will be asked to verify some personal information to link your account. Please note you will enter your NPS Google email here again and your home zip code.

Welcome to Town of Needham's Employee Access!

Since it's your first time logging in with us, please enter the following information to allow us to locate your employee record.

User: Alexandra Montes McNeil
Email: alex_mcneil@needham.k12.ma.us

⚠ Not you?

Email address*

Last four of SSN*

Birthdate*
07/21/2022

Zip Code*

Submit

Next you will land on the full Employe Portal and you can follow the links on the right side navigation to get your information.