



# How to Create a MySabai Account

You can register at: [review.sabaiglobal.com](https://review.sabaiglobal.com)

**01** You'll first be prompted to enter your e-mail address. If you have registered previously to use our portal, please use the same email address that you currently have attached to your account so that your existing study access will display.

**02** You'll then be shown the registration form and asked to confirm your email address and create a unique password. This is a one-time set-up step. Press the "Send Verification Code" button to receive a message in your email inbox with a six-digit code.

**03** Enter the code into the Verification Code box and press "Verify Code". After verification, complete the remainder of the form by supplying a new password and the requested information. This will be your password for MySabai and the MySabai system going forward. Click the Create button to continue the process.

NOTE: Passwords must be 8-16 characters and contain three of the following categories of characters – UPPERCASE, lowercase, digits (0-9), and/or a symbol (@ # \$ % ^ & \* - \_ + = [ ] { } \ : ' , ? / ~ " ( ) ; .)



< Cancel

**my sabai**

Enter a number below that we can send a code via SMS or phone to authenticate you.

Country Code

Country/Region

Phone Number

Phone number

Send Code

Call Me

**04** Next you will see the Multi-Factor Authentication set-up where you should enter a phone number to receive a text message or phone call to confirm your account. This is also a one-time set-up step, but you will be prompted during subsequent logins to receive a text or phone call at this number to verify your identity.

**05** After receiving the text message or phone call, enter the six-digit number into the verification box and press “Verify Code”.

< Cancel

**my sabai**

Enter a number below that we can send a code via SMS or phone to authenticate you.

+5555555555

Enter your verification code below, or [send a new code](#)

Verify Code

**06** You will then be logged into MySabai and should see your dashboard. If you are a returning user, you should see everything here that is currently assigned to or associated with your account. If you don't see anything on your dashboard, please contact us so that we can assist you with attaching your account to your login. (This may happen if you have not used the same e-mail address to set up your MySabai account as was previously attached to your OneAegis, IRBManager or Oasis login)