

How to Register for Smartfind Express

1. **Call (281) 725-6973** and follow the instructions. Enter your Access ID# (employee ID#) and Temporary Pin (employee ID#) to set up a 6-digit PIN.
2. **Register your 6-digit PIN** in SmartFind Express Online using a desktop computer. Note: *You cannot complete this registration process using a cell phone.*
3. **After creating your 6-digit PIN**, log in with your User ID (employee ID#) and PIN. The system will prompt you to create a second password for SmartFind Express Online Access, which must include both letters and numbers. This second password will be used for future logins.



Unified Talent
SmartFind Express

User ID
123456 Access ID#/ Employee ID#

PIN
***** 6 Digit Pin

[Forgot Password?](#)

New Password Requirements

SmartFind Express has implemented changes to improve the security of your personal information. Phone access to SmartFind Express will be unchanged, Access Id and Pin will remain for use over the phone. All employees will need to create a unique password for themselves in order to login over the web.

Password must incorporate the following:

- 1 Alphabet Character
- 1 Number or Special Character
- A minimum of 8 Total characters

Please create a new password for login over the web

Once logged in please validate your email on your profile in case you forget your password in the future. If you forget your password please use the forgot password link on the login page to send a reset link to the email in your profile.

CREATE PASSWORD

Please enter a new password

Enter New Password:

Confirm New Password:

4. **Check your email** to validate your email address.
 - **PIN and Password Details:**
 - Use your PIN# to access SFE via phone call.
 - Use the Password for accessing SFE online or through the app.
5. **Downloading the App:**
 - **Log in to the app** only after you have created your password on a desktop computer.
 - Download the app from the **App Store** or **Google Play Store**.
 - **Add your District** by entering the District Code: CCCM.