

Envelope Tracking and T-Shirt Order Forms

How to View Submitted Information

After you submit information for a pledge envelope or an order for T-shirts, SECA coordinators can view their information by going to a secure site at:
<https://collab.pa.gov/oa/seca>.

Accessing the Secure Site

The steps you follow will depend on whether you are a CWOPA user with a @pa.gov email address and/or whether you are trying to access the site from work or another location.

Non-CWOPA Users

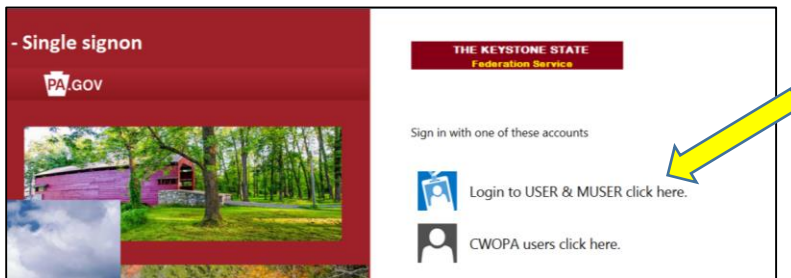
If you do not have a @pa.gov email address, you will need to create a USER account in order to log into the site.

Create a USER Account

1. Go to www.login.state.pa.us to create an account. You can also use the site to retrieve a forgotten password.

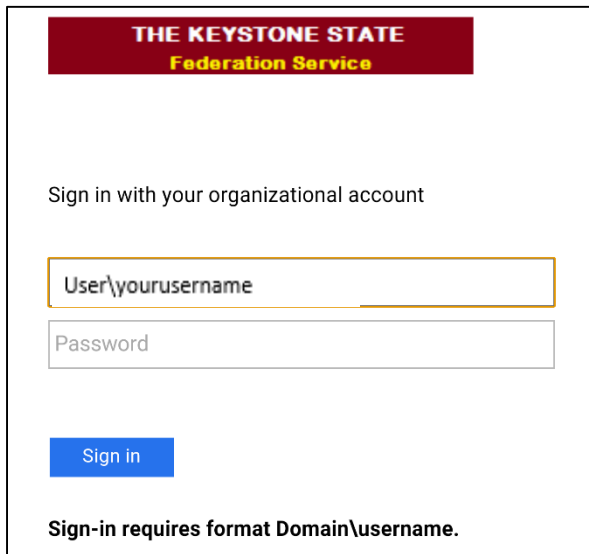
Log into the Secure Site

1. Go to <https://collab.pa.gov/oa/seca>.
- 2: Select "Login to USER & MUSER click here" on the right side of the screen.



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3. Enter the user name and password you created. You must include "user\" in front of your user name. Also remember that your password is case sensitive.



THE KEYSTONE STATE
Federation Service

Sign in with your organizational account

User\yourusername

Password

Sign in

Sign-in requires format Domain\username.

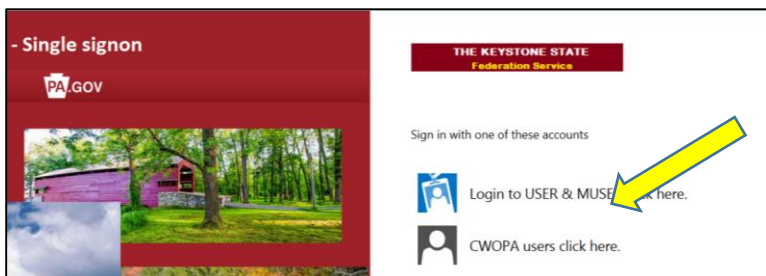
CWOPA Users

Log into the Secure Site

If you have a @pa.gov email address and are connected to the commonwealth network (for example, logged into your computer at work), the site should recognize you and allow you to enter.

If you are trying to access the site from outside the network (from home for example), you will be asked to log in.

1. Select "CWOPA users click here" on the right side of the screen.



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2. Enter the user name and password you created. You must include "user\" in front of your user name. Also remember that your password is case sensitive.

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