



GUIDE TO STAN ACCOUNT REGISTRATION AND LOGIN

FOR NEW ACCOUNT USERS

V2.0

Last Updated 8 Aug 2024

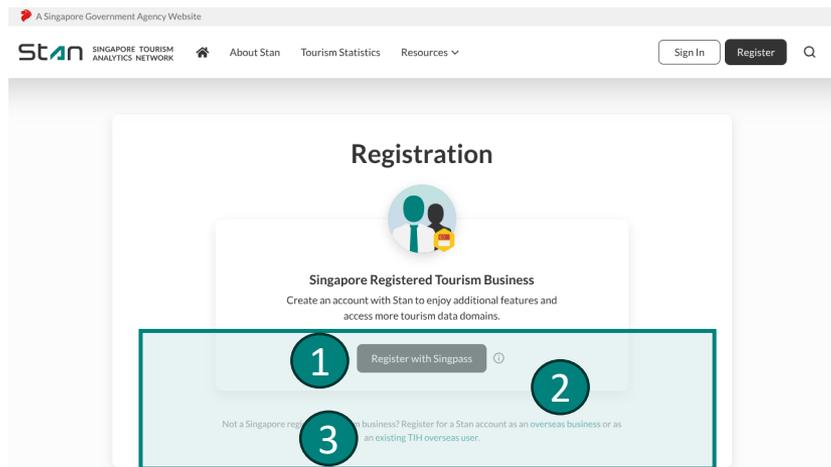


OVERVIEW

1. Eligibility for Stan Account
2. Registration Set Up for Stan Account
 - Assigning STB E-Service via Corppass
3. Accessing Stan Public Portal for Registration
 - Users Registering via Singpass
 - Overseas Users
 - Existing TIH Users
4. Login to Stan Account

1. ELIGIBILITY FOR STAN ACCOUNT

Eligible businesses and users from selected industries may register for a Stan account to gain access to more features and tourism datasets. Access to the Stan platform is provided free of charge currently. Interested organisations may contact stan@stb.gov.sg to check on your eligibility. For eligible organisations, users may register for a Stan account in three ways as shown:



1. Registration via Singpass

2. Registration for Overseas Business

3. Registration via existing TIH account

2. REGISTRATION SET UP FOR STAN ACCOUNT

For eligible Singapore Registered Tourism Businesses, users may register for a Stan account using Singpass.

To do so, you will need your organisation Corppass administrator to assign the STB e-service to you via Corppass. After assignment, you will be authorised to transact on behalf of your organisation on Stan.

- If you are not the Corppass admin for your organisation, and are unsure who is the Corppass admin, proceed to steps 1 to 3 on the next page to check.
- If you are the Corppass admin for your organisation, proceed to step 4.

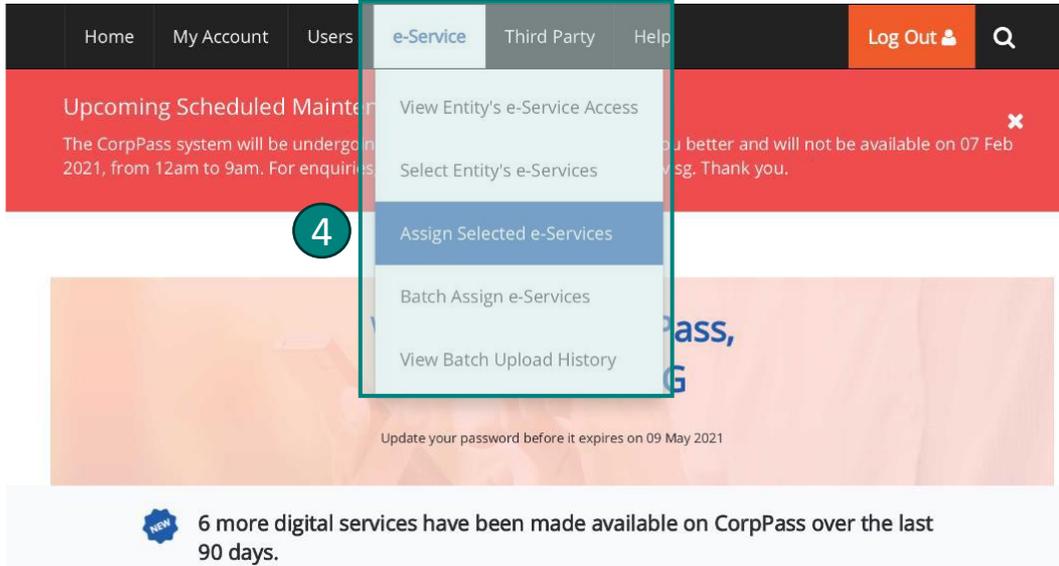
The **first 2 Stan accounts** created will be **assigned the role of Industry Admin** for your organisation. User roles can be amended accordingly if required.

2. REGISTRATION SET UP FOR STAN ACCOUNT

The screenshot shows the Corppass website interface. At the top, there is a navigation bar with 'Home', 'About Us', 'Services', and 'Help'. The 'Services' menu is open, showing options like 'Register for Corppass', 'Check Application Status', 'Manage accounts', 'Manage Admins', and 'Find Your Corppass Admin'. A red circle with the number '1' is placed over the 'Find Your Corppass Admin' button. Below the navigation bar, there is a banner for 'Corppass system authorisation' with a woman using a smartphone. A 'Need help?' button is visible. Below the banner, there is a red box for 'Account Termination'. The main content area is titled 'Find your Corppass Admin' and includes a search form with radio buttons for 'UEN' and 'Entity Name', and a search input field labeled 'UEN / Entity ID*'. A red circle with the number '2' is placed over the search input field.

1. Go to <https://www.corppass.gov.sg/> and mouse over the menu banner 'Services'. Click 'Find Your Corppass Admin' and you will be directed to Singpass website to enter your Singpass details to continue.
2. Upon successful login, find your Corppass Admin by entering the UEN or Entity Name of your organisation.
3. Request your organisation Corppass Admin to assign the STB e-service to you via Corppass. After assignment, you will be authorised to transact on behalf of your organisation on Stan.

2. REGISTRATION SET UP FOR STAN ACCOUNT



The screenshot shows the CorpPass user interface. At the top, there is a navigation bar with links for Home, My Account, Users, e-Service, Third Party, and Help. A 'Log Out' button and a search icon are also present. A red banner at the top contains an 'Upcoming Scheduled Maintenance' notification. A dropdown menu is open under the 'e-Service' link, listing options: 'View Entity's e-Service Access', 'Select Entity's e-Services', 'Assign Selected e-Services' (highlighted in blue), 'Batch Assign e-Services', and 'View Batch Upload History'. A green circle with the number '4' is overlaid on the 'Assign Selected e-Services' option. Below the dropdown, there is a section for 'Update your password before it expires on 09 May 2021'. At the bottom, a blue banner with a 'NEW' icon states: '6 more digital services have been made available on CorpPass over the last 90 days.'

4. Select 'e-Service' and 'Assign Selected e-Services'.

2. REGISTRATION SET UP FOR STAN ACCOUNT

The screenshot shows a navigation bar with 'Home', 'My Account', 'Users', 'e-Service', 'Third Party', 'Help', and 'Log Out'. A red banner at the top indicates 'Upcoming Scheduled Maintenance' for the CorpPass system on 07 Feb 2021. Below this, the 'Assign Selected e-Services' section features a progress indicator with four steps: 1. Select Users (highlighted), 2. Select e-Services, 3. Enter Details, and 4. Review & Submit. A note states: 'Ensure that you have selected e-Service(s) for your Entity before assigning it to your user account(s)'. A table with columns 'Full Name', 'Email Address', 'CorpPass ID', and 'User Type' is shown, with a search filter set to 'abc'. A red circle with the number '5' is overlaid on the table area.

5. Select the user you would like to assign the e-Service to and click 'Next'.

* Important:

Corppass Administrator should check and confirm that the assigned user is authorised by your organisation to access Stan.

2. REGISTRATION SET UP FOR STAN ACCOUNT

Assign Selected e-Services



Assign Selected e-Service(s) to
1 Selected User(s) +

Assign from selected e-Service(s). Filter stan

Govt Agency	Entity's selected e-Services	Description	Agency Check Required	Additio... Details Required
<input checked="" type="checkbox"/>	SINGAPOR E TOURISM BOARD	STB E-SERVICES FOR BUSINESS	Stan is a data analytics platform to view visualisations and perform analysis on tourism-related data, aggregated from STB and the industry, to derive actionable insights about Singapore's visitors.	<input type="checkbox"/>

1 e-Service(s) selected.

Showing 1 to 1 of 1 items

Back Next

Ask Jamie @ CorpPass

Type your question ...



6. Search 'Singapore Tourism Board or Stan' and select 'STB E-Services for Business'. Click 'Next'.

2. REGISTRATION SET UP FOR STAN ACCOUNT

Home / Assign Selected e-Services

Assign Selected e-Services



Assign Selected e-Services to

1 Selected Users +

e-Services with require additional details. For more information, contact the relevant agency. Click to enter details.

* - denotes mandatory fields

Govt Agency	Entity's selected e-Services	Agency Check Required	Additional Details Required																																											
SINGAPORE TOURISM BOARD	Stan for Tourism Industry			<div data-bbox="1000 537 1066 595">7</div> <p>SINGAPORE TOURISM BOARD Stan for Tourism Industry</p> <p>No additional details required.</p> <p>Authorisation Effective Date * </p> <input type="text"/> <p>Feb 2021</p> <table border="1"><thead><tr><th>Su</th><th>Mo</th><th>Tu</th><th>We</th><th>Th</th><th>Fr</th><th>Sa</th></tr></thead><tbody><tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr><tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr><tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr><tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr><tr><td>28</td><td></td><td></td><td></td><td></td><td></td><td></td></tr></tbody></table>	Su	Mo	Tu	We	Th	Fr	Sa		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28						
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1 e-Service(s) selected.

Back Next

7. Select date in the 'Authorisation Effective Date' field and click 'Next'.

2. REGISTRATION SET UP FOR STAN ACCOUNT

Home / Assign Selected e-Services

Assign Selected e-Services



Verify the following details.

1 Selected Users +

Selected e-Services

SINGAPORE TOURISM BOARD	• Stan for Tourism Industry
Authorisation Effective Date	02/02/2021
Authorisation Expiry Date	31/12/9999

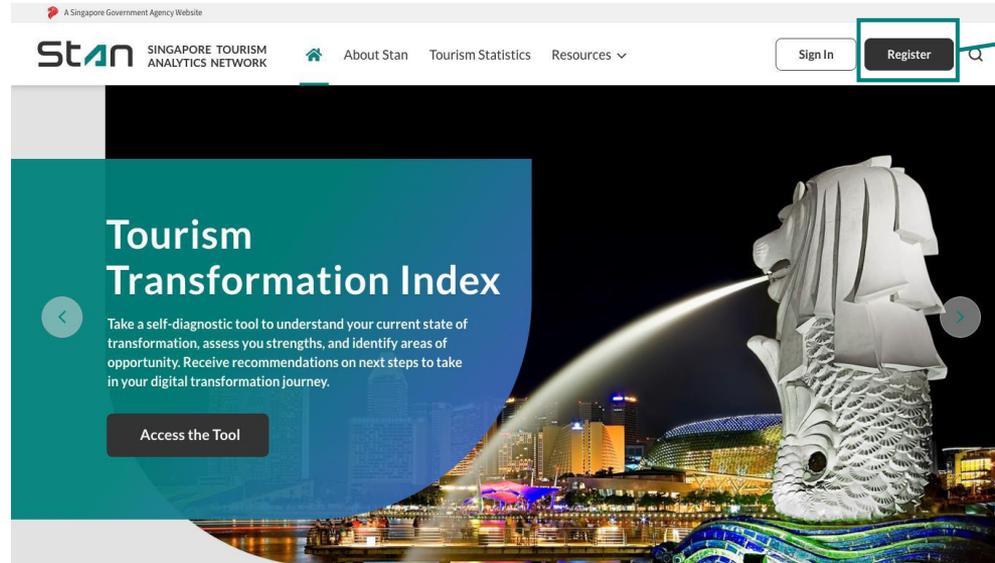
8

8. Verify the details and click 'Submit'.

3. ACCESSING STAN PUBLIC PORTAL FOR REGISTRATION

You may access the Stan Public Portal from your desktop or mobile device via this link:

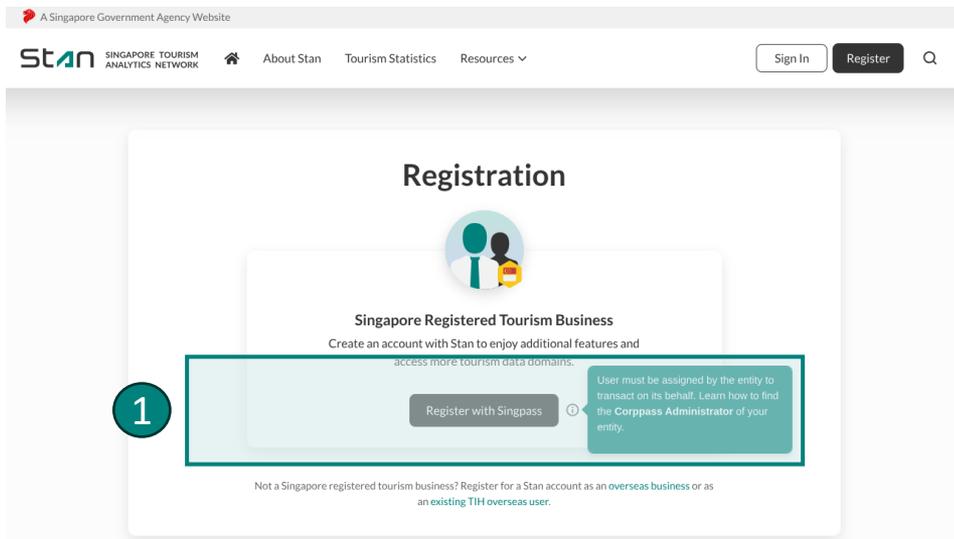
<https://stan.stb.gov.sg>



Click 'Register' to create a Stan Account

3. ACCESSING STAN PUBLIC PORTAL FOR REGISTRATION

Singpass
Users



1. Click 'Register with Singpass' and you will be directed to Singpass website to enter your Singpass details.

* Please note that to create a Stan account using Singpass, you would need your organisation Corppass administrator to assign the STB e-service to you via Corppass. After assignment, you would be authorised to transact on behalf of your organisation on Stan.

* Refer to section 2 of this guide for registration set up in Corppass.

3. ACCESSING STAN PUBLIC PORTAL FOR REGISTRATION

Singpass
Users

2

Contact Details

Salutation
Please Select

First Name

Last Name

Designation (optional)

Business Contact Number
81234567

Business Email

Confirm Business Email

2. You will be directed to populate all fields.

3. ACCESSING STAN PUBLIC PORTAL FOR REGISTRATION

Singpass
Users

3

Terms and Conditions

- Yes, I consent to STB processing my personal data for the purposes of account registration.
- Yes, I am at least 16 years of age. I understand I must be at least this age to consent to submit my personal data to use this application/portal.
- I agree to [Terms of Use](#) and [STB Personal Data Protection Policy](#)

Contact Permission (optional)

Interested to receive email updates on new Stan features and upcoming STB data initiatives?

- Yes

Register

- Review the terms and conditions and click 'Register' to create your Stan account. You will see this page shown below upon successful registration.

Your registration is complete!

An email has been sent to your business email.

[Back to Homepage](#)

3. ACCESSING STAN PUBLIC PORTAL FOR REGISTRATION

Singpass
Users



4

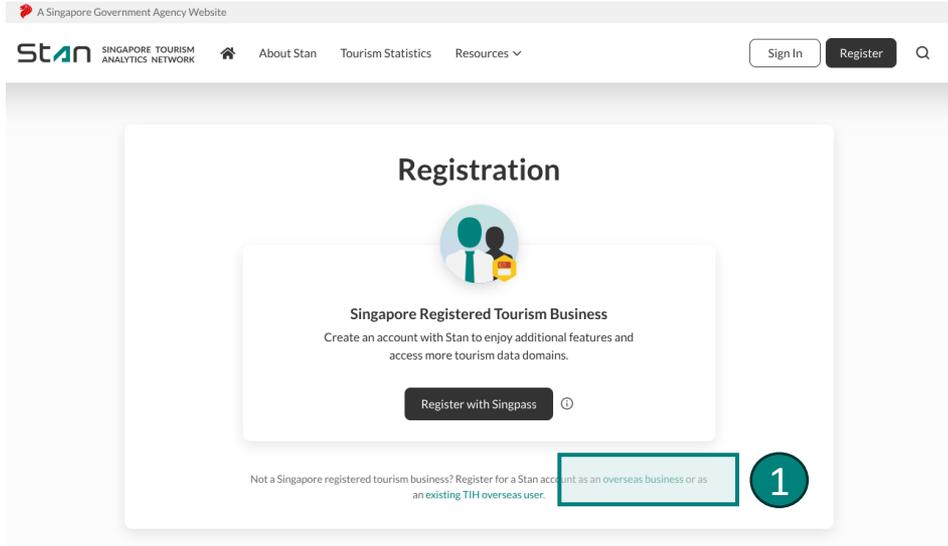
Your Account Is Activated

Kindly sign in using your registered credentials. If you are not automatically redirected to the login page, please click [here](#).

- 4. Click on the link provided in the email sent to you to activate your Stan account before you may login to Stan via Singpass.

3. ACCESSING STAN PUBLIC PORTAL FOR REGISTRATION

Overseas
Users



1. Click 'Overseas Business' and you will be directed to populate all fields.

* Refer to section 1 of this guide on eligibility for Stan account.

3. ACCESSING STAN PUBLIC PORTAL FOR REGISTRATION

Overseas
Users

Registration for Overseas Organisation

Please fill in your details

2. Fill up all required fields.

2

Organisation Details

Country of Incorporation
Please Select

Organisation Registration Number (optional)

Organisation Name

Contact Details

Salutation
Please Select

First Name Last Name

Designation (optional)

Business Contact Number (Singapore Only)
81234567

Business Email

Confirm Business Email

3. ACCESSING STAN PUBLIC PORTAL FOR REGISTRATION

Overseas
Users

3

Terms and Conditions

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- I agree to [Terms of Use](#) and [STB Personal Data Protection Policy](#)

Contact Permission (optional)

Interested to receive email updates on new Stan features and upcoming STB data initiatives?

- Yes

Register

- Review the terms and conditions and click 'Register' to create your Stan account. You will see this page shown below upon successful registration.

Your registration is complete!

An email has been sent to your business email.

[Back to Homepage](#)

3. ACCESSING STAN PUBLIC PORTAL FOR REGISTRATION

Overseas
Users



4. Click on the link provided in the email sent to you. You will be redirected to create your password before you may login to your Stan account.

4

Create Password

New Password

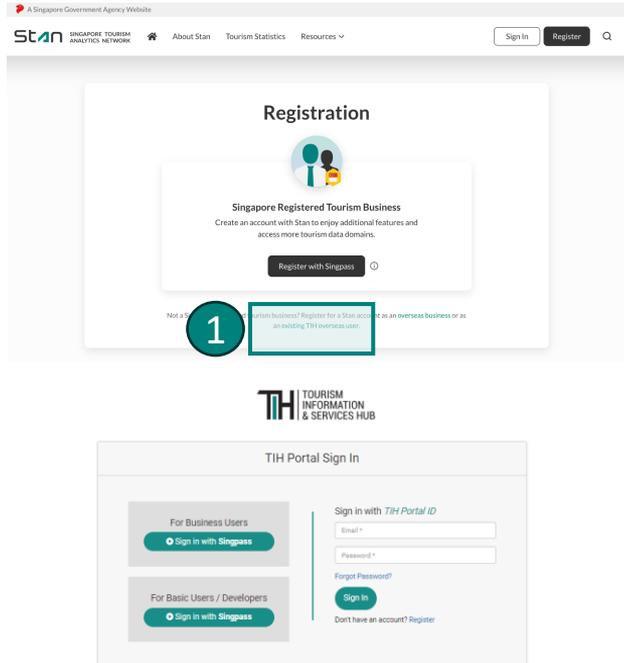
- A good password should be a minimum of 12 characters and a mix of upper and lower case letters, numbers and symbols. E.g. Route2*success
- You should not use any of your last 3 passwords.

Confirm Password

Submit Cancel

3. ACCESSING STAN PUBLIC PORTAL FOR REGISTRATION

Existing TIH Users



1. Click 'Existing TIH User' and you will be directed to the TIH portal to sign in to your TIH corporate account.

* Refer to section 1 of this guide on eligibility for Stan account.

3. ACCESSING STAN PUBLIC PORTAL FOR REGISTRATION

Existing TIH Users

2

Business Email

Confirm Business Email

Terms and Conditions

- Yes, I consent to STB processing my personal data for the purposes of account registration.
- Yes, I am at least 16 years of age. I understand I must be at least this age to consent to submit my personal data to use this application/portal.
- I agree to [Terms of Use](#) and [STB Personal Data Protection Policy](#)

Contact Permission (optional)

Interested to receive email updates on new Stan features and upcoming STB data initiatives?

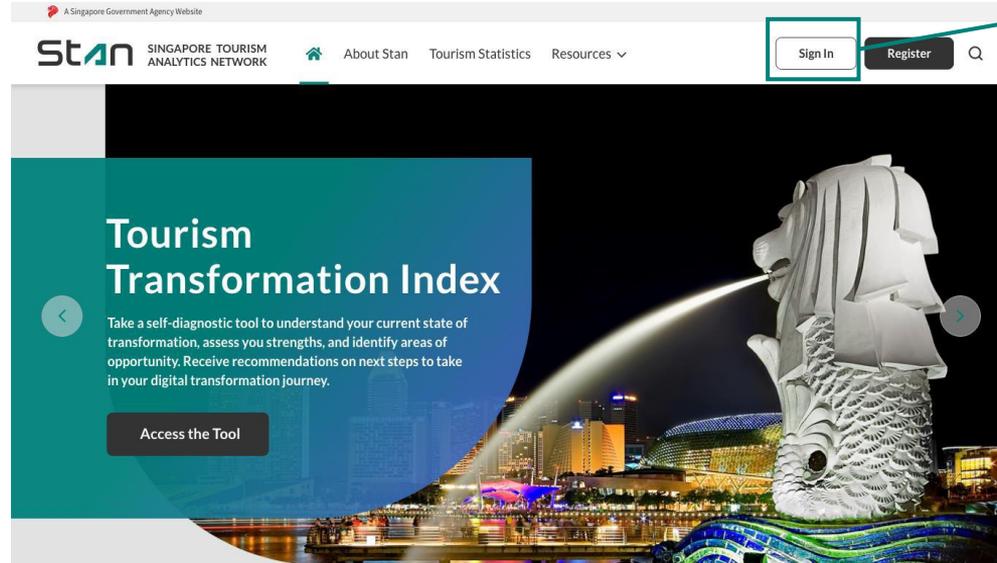
- Yes

Register

2. Populate all fields, review the terms and conditions and click 'Register' to create your Stan account.

4. LOGIN TO STAN ACCOUNT

You may access and log in to your account on Stan from your desktop or mobile device via this link: <https://stan.stb.gov.sg>



Click 'Sign In'

4. LOGIN TO STAN ACCOUNT

You may access and log in to your account on Stan from your desktop or mobile device via this link: <https://stan.stb.gov.sg>



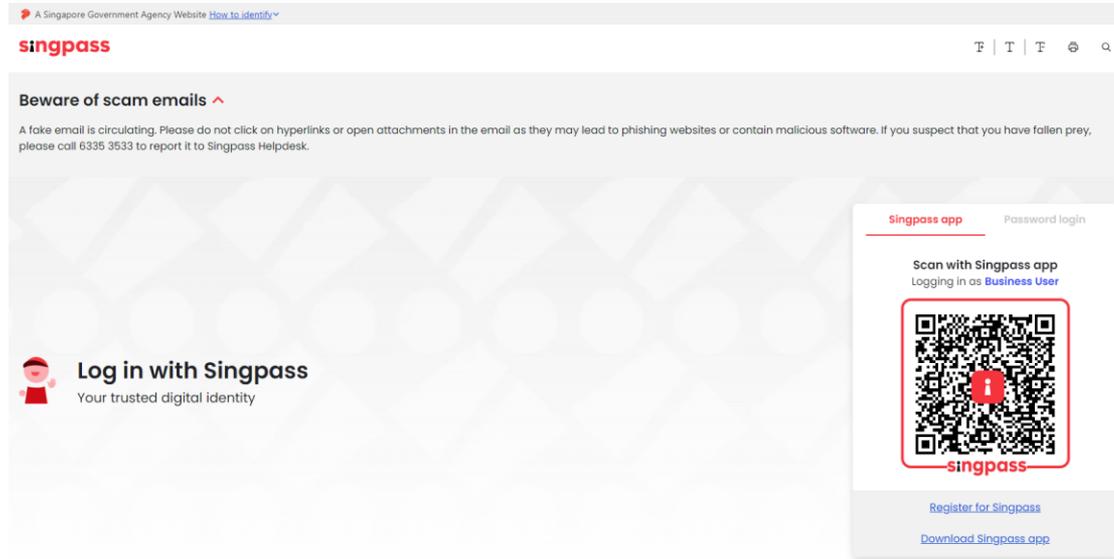
Stan Portal Sign In

<p>For Singapore Registered Tourism Businesses</p> <p>For Business Users</p> <p>Sign in with Singpass</p>	<p>For Overseas Businesses and STB Corporate Users</p> <p>Sign in with <i>Stan Portal ID</i></p> <p>Email *</p> <p>Password *</p> <p>Forgot Password?</p> <p>Sign In</p> <p>Don't have an account? Register</p>
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Sign in via Singpass or Email

4. LOGIN TO STAN ACCOUNT

To sign in using Singpass, you will be redirected to this page to enter your Singpass details.





QUESTIONS?

PLEASE BROWSE OUR [FAQs](#) OR REACH US AT

stan@stb.gov.sg

