

YOUR **@HUSKERS.UNL.EDU** EMAIL

How to activate your new account

WHY DO I NEED A UNIVERSITY EMAIL?

Now that you're a Husker, it's important that you stay in the know. Your **@huskers.unl.edu** email connects you to our campus-wide communications system. These accounts are required for all students, so it's important for you to activate yours as soon as possible.

This email will ensure that you never miss important university communications and will be connected to your MyRED and Canvas accounts. Additionally, you'll use it to access university library services and software — like Adobe Creative Cloud, Matlab, Office 365 and more.

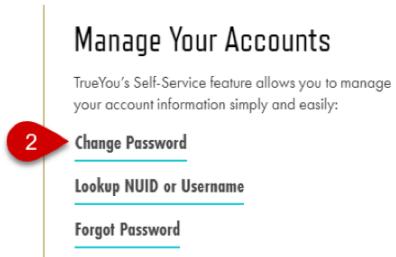
Flip this over for a step-by-step guide to activating your new email account.



DIRECTIONS

FIRST: Get your Account ID and synchronize your passwords.

1. Go to trueyou.nebraska.edu/SelfService/
2. Click on “Change Password.”



3. Click on “TrueYou Identity Manager.”



4. Enter your TrueYou credentials (NUID and password).

University of Nebraska & Nebraska State College System
Single Sign On

TrueYou
IDENTITY MANAGER

Sign in using your TrueYou credentials.

Username:

Password:

Don't Remember Login

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5. You will receive the following notice: “Changing your password will update the password for all your TrueYou associated account(s) below.” Close this box.

6. Here’s where your Account ID is listed. It will look like **hhusker2**. Make a note of it now. You’ll need it in a few steps.

Change Your Password

This form allows you to update your TrueYou password.

Change Your Password

Passwords must be at least 10 characters long, and must contain uppercase and lowercase letters, numbers, and special characters, and MUST NOT include any resemblance to personal information like your name, username, birthdate.

New Password

Confirm New Password

Change Password

Notice: Changing your password will update the password for all your TrueYou associated account(s) below.

Account ID: **12345678**
TrueYou
Use this account to access Firefly, SAP, MyBlue, MyRecords, MyRED, MyNCTA, MyLINK, MyCSC, MyPSC, WildcatOnline.

Account ID: **hhusker2**
University of Nebraska–Lincoln
Use this account to access Canvas, UNL Email, Box

7. Type your new password into both the New Password and Confirm New Password fields.

8. Click on Change Password — All of your university accounts are now synchronized, including MyRED, MyUNL, MyMail and Canvas.

SECOND: Activate your email account.

1. Go to mymail.unl.edu.

2. Log in with your Account ID (this is your username) and new password.

You're all set!

Your email address is your Account ID + **@huskers.unl.edu** and will look like: **hhusker2@huskers.unl.edu**.

Helpful resources for setting up your new @huskers.unl.edu email on your devices are at go.unl.edu/husker-email.