1. Your department will provide you with your NUID. The NUID is a unique 8 digit number we created for you.

2. Claim your My.UNL account and username (ex: jdoe2) to access the services provided by the UNL campus.
   - Go to https://id.unl.edu/claim and enter your name as shown on your Social Security Card, birthdate and NUID.
   - Set your password and create your security questions, which will enable you to reset your password if you forget it.
   - If you have difficulty claiming your My.UNL account please contact the UNL Information Technology Services Help Desk at 402-472-3970.

3. Activate your email (Office 365). (Your account will be available to activate 4 hours after you have claimed your My.UNL account.)
   - Go to http://is.unl.edu/emailhome

4. Claim your TrueYou account and username (username = NUID) to access services provided by Central Administration.
   - Go to http://go.unl.edu/trueyou

5. Get your physical ID card (NCard) at the NCard Office in the Nebraska Union

6. Talk to your department representative about what other services you may need:
   - Parking – http://parking.unl.edu/permits
   - Door Access (Andover) – http://police.unl.edu/building-access
   - Wireless (UNL-Air) – http://wireless-reg.unl.edu
   - Blackboard (Academic Learning Management System) – https://my.unl.edu
   - NUGrant (Research Administration System) – https://nugrant.unl.edu
   - MyRed (Student Information Portal) – https://myred.nebraska.edu
   - Firefly (Student Information Portal) – https://firefly.nebraska.edu (available on first day of your appointment starts)
   - SAP (Financial System) https://firefly.nebraska.edu/irj/portal/sap_security (A security request and confidentiality form must be submitted before access will be granted)