

Establishing // // VandalWeb, Student Lab/Blackboard, and VandalMail accounts

To attend the University of Idaho students are required to establish the following 3 separate accounts once they are admitted:

- 1. VandalWeb to allow access to class registration, billing and financial aid
- 2. Student Labs/BlackBoard for campus computer access and online classes
- 3. VandalMail (e-mail account to receive official University of Idaho communications)

Go to **www.vandalsetup.uidaho.edu** and log in with your Student ID (provided in your admission letter) and PIN.



Note: You will be given a summary at the end of this process to help you remember your account information for future use.

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Establish your new VandalWeb PIN

Your VandalWeb User ID is: 074-12345	
Account 1	
Your VandalWeb account will allow access to cleetc.	ass registration, billing, financial aid,
Establish VandalWeb PIN:	
VandalWeb PIN char	E: VandalWeb PINs must be 6 acters long and should contain both rs AND numbers
Confirm your new VandalWeb PIN:	
To allow for online pin reset should you forgo question and answer.	et your pin, please enter a security
Security Question:	
Answer:	
Submit	

▶ Establish your Student Lab/ Blackboard password

cc	count 2:	
	Your myUldaho account allows access to ca	ampus computers and online classes
	Your myUldaho User N	ame is: vand1234
	Click here to see important guidelines for	establishing a myUldaho password
	lish myUldaho password:	
•	Enter a NEW password selected by you	
	Please enter your new password	Complexity:
	******	Length: @
	Please confirm your new password	Expiration: 90 days
		=
0	Use a random NEW password selected by computer (90 day expiration)	
	TSK@wha5	
	Use a random NEW passphrase selected by computer (400 day expiration)	
0	rot-Jab-hid-Kit;	
0	rot-Jab-hid-Kit;	
0	rot-Jab-hid-Kit;	
0	rot-Jab-hid-Kit; Set New Pass	oword

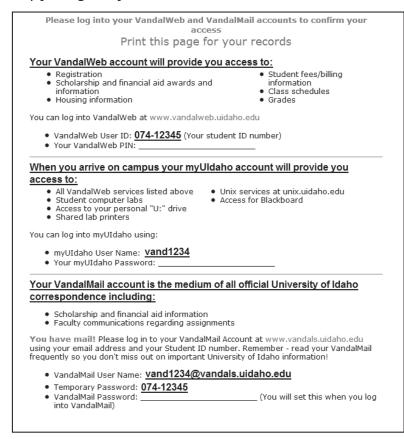
If at any time you need assistance with your e-mail account, changing passwords or using VandalMail, please contact the ITS Help Desk. The ITS Help Desk is open Monday through Friday, 7:00 am to 6:00 pm (Pacific Time) during the school year. (8:00 am - 5:00 pm semester break hours; 7:30 am - 4:30 pm summer hours.) You may contact them by phone at 208-885-HELP (4357) or e-mail helpdesk@uidaho.edu. Online support is available at http://support.uidaho.edu/.

Create your own password or choose to accept one of the random passwords provided.



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Print the summary page and record your PIN and passwords. You will use this summary to help you log in to your VandalWeb, Student Lab/Blackboard, and VandalMail accounts.



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Click on the www.vandals.uidaho.edu link to finish setting up your VandalMail. You will be redirected to a secure site, shown below. You must sign in using your VandalMail address as the Windows Live ID and your Student ID as your temporary password. Once you successfully log in, you will be instructed to create a new password. You will use your new password for all future logins to VandalMail.

