

### WHAT IS MYUSF?

myUSF is a portal system in which you can access your online courses, e-mail, organizations, and the Virtual Library, among other things.

BlackBoard is an online learning system which allows you to view class material, grades, host online meetings, and much more within the myUSF portal.

### Getting Started with myUSF

To begin using the myUSF portal and BlackBoard, you must first activate your NetID.

Go to the following website: <https://una.acomp.usf.edu> and click on the “Are you a new user? Sign up!” link. You will need your USF ID card and your Social Security Number. If you have any problems, contact the ACT Help Desk at 974- 1222 (See Resources).



NetID signup screen

After you activate your NetID, you can log in to the myUSF portal immediately.

Before you begin using myUSF we recommend that you update your computer to the latest service pack. If you are using Windows 2000/XP please visit <http://windowsupdate.microsoft.com> to update your computer.

We also recommend your computer has Java (1.4.2) installed. You can download the latest version of Java from Sun’s website, <http://www.sun.com> (Note: Mac OS 8 & 9 have an earlier version of Java—certain features of myUSF may not work correctly).

### Logging into myUSF

To access myUSF use a web browser to go to <https://my.usf.edu>. At the login screen enter your NetID and your NetID password. This is also the password you will use for your official USF e-mail.

If you forgot your NetID, go to <https://una.acomp.usf.edu> and select “Did You Forget your Password?” Once again, you will need your USF ID card to complete the process.



The myUSF login at <https://my.usf.edu>

A browser check wizard is located in the upper left-hand corner of the login screen. It will make sure your browser is compatible with myUSF.



Browser Wizard

If you have problems logging in, please use the wizard. If you still have problems please contact our Helpdesk at 974- 1222.