

- 1. Visit accounts.fau.edu
- 2. Click on the **Activate your FAUNet ID** link.



Account Activation

On the following steps you will complete the activation of your account. Once you begin, you must complete the activation process.

Instructions on Activating your FAUNet ID (pdf)

If you do not complete the process, your account will be locked and you will need to contact the OIT Help Desk for further assistance at (561) 297-3999.

Unauthorized use of the FAUNet ID is not permitted.

By clicking Proceed you accept the terms of FAU's Acceptable User Policy



Cancel

How to Activate your FAUNet ID

3. You will receive a warning that once you begin, you must complete the activation process. Click **Proceed** when you are ready.



Account Activation - Lookup					
Please enter your nan	ne along with your [Date of Birth below.			
Visit FAUNet ID Lookup Tool if you don't know your FAUNet ID					
Last Name					
Test					
FAUNet ID					
userservicestest					
Date of Birth					
ОСТ	¥	26		1984	
✓ I'm not a robot	reCAPTCHA Privacy - Terms				
Continue					

4. Enter your last name, FAUNetID, and Date of Birth. Click **Continue**.

Note: If you do not know your FAUNetID, please return to the home page and click Lookup your FAUNet ID

5. Check the box and complete the task for the CAPTCHA. Click **Continue** to Proceed.



6. Click the drop down arrow and select the home address you entered on your application. Click **Continue**.

Account Activation

For verification purposes, please select your home address from the list below.

Please choose your home address

Continue



	Provide SMS Phone Number
	Provide SMS Phone Number
S	MS Number:
L	
	Update Opt-Out

7. You can enter your phone number for future password resets, or click **Opt-Out**.

Click **Update** after you enter a phone number.

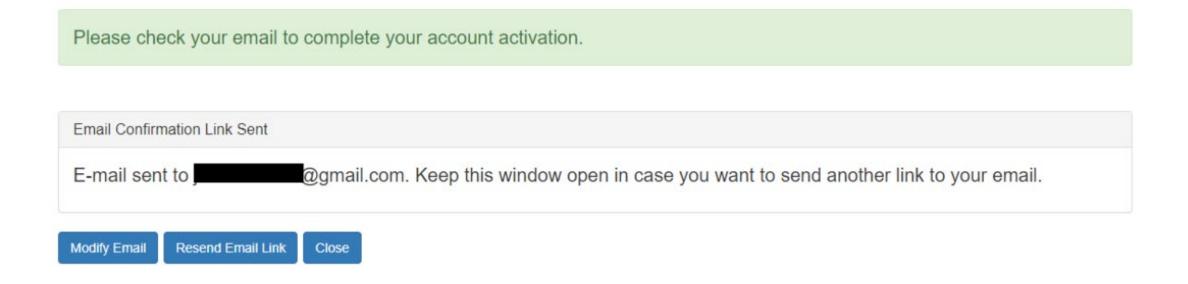


8. Enter a personal email address and enter to confirm it. Click **Update**. The recovery e-mail cannot be your FAU e-mail.

Recovery Email
Provide an email we can use to help you reset your password if you're ever locked out of your account.
Recovery Email:
Confirm Recovery Email:
Update

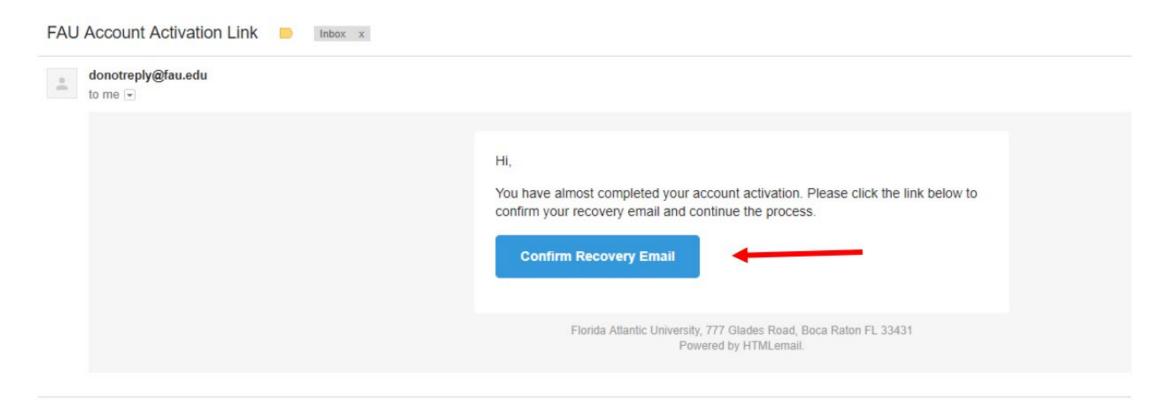


9. Check your personal e-mail account for the verification e-mail. The subject line is "FAU Account Activation Link"





10. Open the e-mail and click on the **Confirm Recovery Email** button.





11. Click **Continue** to complete activation.

Recovery Email Confirmed

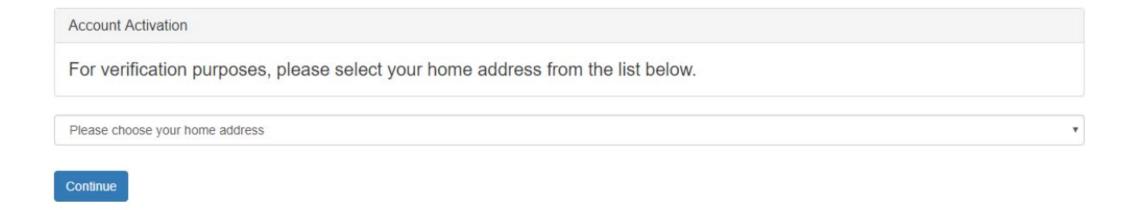
Once you click **Continue**, you must complete the activation process. If you do not complete the process, your account will be locked and you will need to contact the OIT Help Desk for further assistance at (561) 297-3999.

Please click the Continue to finish account activation.

Continue



12. Click the drop down arrow and select the home address you entered on your application. Click **Continue**.





Enter New Password

Enter and confirm your new password.

- · Password must be at least 8 character(s) long.
- · Password must contain characters from at least three out of following four categories
 - 1. Uppercase alphabetic characters (A-Z)
 - 2. Lowercase alphabetic characters (a-z)
 - 3. Numerals (0-9)
 - 4. Non-alphanumeric characters (for example: !, \$, #, or %)

Password Strength:

New Password:



Confirm Password:



Continue

Password Updated

Please wait while we synchronize your password. The following is a partial list of services we are synchronizing your password to:

- Canvas
- MyFAU
- FAU Wireless
- Single Sign On (SSO)

11% Synchronizing

How to Activate your FAUNet ID

13. Enter and confirm your new password. Click **Continue**.

Please wait a moment while the password synchronizes through the systems.



14. Once it is complete, you will see "Your password has been saved."

Password Updated

Please wait while we synchronize your password. The following is a partial list of services we are synchronizing your password to:

- Canvas
- MyFAU
- FAU Wireless
- Single Sign On (SSO)

100% Synchronization Complete

Your password has been saved.