My UID# is: _____

<mark>Activate Your UMD Computer Accounts</mark>

Each student is assigned a **Directory ID** which is used for Gmail account access, class registration in TESTUDO, online course content in ELMS, campus Wi-Fi access, and more. A Directory ID combines portions of your first and last name and may include a number. Note that UMD has **Acceptable Use Guidelines** for all members of the campus community.

Follow these steps to retrieve your Directory ID and activate your student email account:

1. Go to: <mark>*it.umd.edu/new/student.html*</mark>

2. Select "View Your Directory Information." Follow the steps to verify your identity.

3. View your Directory ID and set your password. Passwords must contain 8 or more characters, uppercase *and* lowercase letters, and at least one number or special character. Please note: It is a violation of UMD policy for others (even parents) to access your account.

4. Set your security questions. This will allow you to get back into the account if you forget the password or let it expire. Passwords must be changed every 180 days via *password.umd.edu*.

5. My DirectoryID is _____ (use to access *testudo.umd.edu*, *elms.umd.edu*, *one.umd.edu*, *bursar.umd.edu*, in addition to campus Wi-Fi).

6. Navigate back to <mark>*it.umd.edu/new/student.html*</mark>. At the bottom right, choose **Activate your UMD Accounts**. Log in and follow instructions to activate your student accounts).

7. My UMD email address is: _____@*umd.edu* ("TERPmail" is not needed in the email address, but you may use the format *example@TERPmail.umd.edu* if preferred).

8. Do not tell anyone your password. Please note that University IT support staff will never ask you for your password by any voice or email communication.

9. Access your student email at <mark>*TERPmail.umd.edu*</mark> or <mark>*one.umd.edu*</mark>.

10. **Help Desk**: For assistance, visit *helpdesk.umd.edu* or call 301.405.1500.

11. **Antivirus Software**: Microsoft Security Essentials is available for free download to any Microsoft.com user at *http://www.microsoft.com/security_essentials/*.

12. **Forgot Your Password?** You can reset your password via *password.umd.edu*.

If further assistance is needed, contact Roy Walls at *rwalls@umd.edu* or 301.405.7256 for a demo.

Try to access *testudo.umd.edu*, then click the Office of the Registrar page. Next, click Registration (Drop/Add courses) and Accept. If you can log in, you will be able to register at Orientation. You are now ready to add courses after advising takes place.