

## LAPTOP SETUP

1. Power on your laptop.
2. CTRL + ALT + DELETE
3. Type on **studentid** for user name and **studentid** for password.
4. Follow the directions to Sign the AUP section.
  - a. Type in your official first and last name. If your name is hyphenated or you have two last names, include both.
  - b. User ID : student number
  - c. Note specifically the way you must enter your birthdate (MMDDYYYY)
  - d. Click submit
5. Follow the prompts to create your password.

**NOTE:** Password must be a minimum of EIGHT characters and must include AT LEAST one upper-case letter, AT LEAST one lower-case letter, and AT LEAST one number.
6. Once you have created your password, log out and sign back in to your laptop with your STUDENT NUMBER and newly created PASSWORD.

