Single Sign On for all @my.whitworth.edu email accounts

Starting Monday, March 16, 2015, you will no longer need a different password for your @my email account. As part of our technology upgrades, we will be integrating a “Single Sign On” process that will utilize your Whitworth network username/password (the same credentials used for Blackboard, Pirate Port and lab computer access).

The new link/login page is: https://www.outlook.com/my.whitworth.edu

Once you have entered your credentials, the Logon button will take you to a new WebTop: “Applications and Links.”

Click Office 365 Email and this will take you to the Office 365 portal.
Depending on your browser of choice, you should see the option to update your stored password for these various web pages.

We will be updating all the current email links after our March 16 kickoff. In the meantime, if you do use the old login page: [https://login.microsoftonline.com](https://login.microsoftonline.com) enter your full email address, hit the Tab key and you will be redirected to our new single sign on page.

![Office 365 login](image)

We encourage you to sign up for Whitworth’s Password Manager so that you can change your password and unlock your account should you ever need to. This is a self-help feature that has been available for some time, but you first must “Enroll” in the process in order to take advantage of it. [www.whitworth.edu/helpdesk/accounts&passwords.htm](http://www.whitworth.edu/helpdesk/accounts&passwords.htm)

**Key Note:** If you are currently checking your @MY email accounts on a mobile device (iPhone/iPad, Android, Windows Mobile, Blackberry, etc.), starting Monday, March 16, **you will need to update** your email password **in the email app** on the device to be your **Whitworth Network password**. The mobile device may or may not prompt you that you have a bad password stored and if you continue to check your email with the old password this will lock out your network account for 20 minutes at a time, which will affect your ability to log into the campus computers, WhitStudent wireless, Pirate Port, and Blackboard.

If you need assistance, please don’t hesitate to contact the help desk at 509.777.3911. Hours are Monday-Thursday, 8 a.m.-7 p.m.; Friday, 8 a.m.-5 p.m.