

## Instructions for Current Students: Logging into SISWeb and Activating Your Network Account

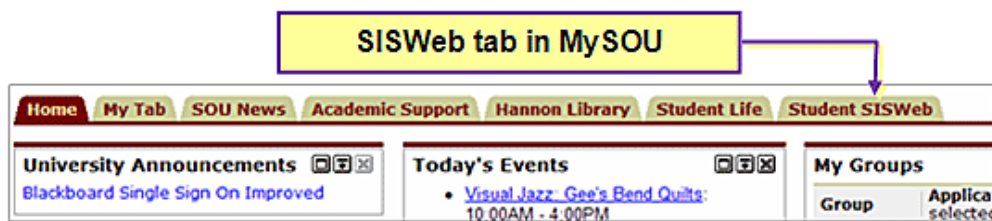
If you are a current SOU student, you should access SISWeb through MySOU. MySOU is your one-stop portal that gives you access to important university systems such as Blackboard (for your online courses), NetMail (your student email), SISWeb, etc., using a single sign-on. To log into SISWeb:

1. Go to MySOU at <http://my.sou.edu>.

Tip: Almost every page on the SOU website has a MySOU icon at the bottom of the links on the left side of the screen. Click on this icon to quickly get to MySOU.



2. Enter your SOU network user name and password and click on the **Login** button. (If you have never used your network account, see the instructions below for activating your account.)
3. Look at the series of tabs that runs across the top of the MySOU page.
4. Click on the last tab, entitled **Student SISWeb**.



### Activating your Account

1. If you have not used your network account, in the **Account Help** section of the MySOU login page, click on **Students-Activate your Account**.



2. Enter the requested information and click on **Submit**.
3. Upon successful validation of your information, your network account user name, SOU email address and Student ID number will display.
4. Enter a network account password when prompted.

**Note 1:** Write down your user name, password, Student ID number, and SOU email address and keep them in a safe place.

**Note 2:** Your 6-digit SISWeb PIN number is not the same as your network password. If you log into SISWeb through MySOU, you will not have to remember your SISWeb PIN. But if you log into SISWeb without going through MySOU, you will need your PIN number.