

University of Idaho VandalSetup

Establishing your VandalWeb, Blackboard and VandalMail accounts



Go to **www.vandalsetup.uidaho.edu** and log in with your Student ID (provided in your admission letter) and PIN.

Enter Student ID:

Your student ID can be found in your letter of admission from the University. (Ex. 051-98765)

Enter VandalWeb PIN:

If you have not yet established your pin, enter your birth month and date, followed by two zeros (00). Ex. If your birthday is August 22nd, enter **082200**.

1

Establish your new VandalWeb PIN

Your VandalWeb User ID is: 074-12345

Account 1

Your VandalWeb account will allow access to class registration, billing, financial aid, etc.

Establish VandalWeb PIN:

Choose a new VandalWeb PIN selected by you:

NOTE: VandalWeb PINs must be 6 characters long and should contain both letters AND numbers

Re-Enter new VandalWeb PIN:

To allow for online pin reset should you forget your pin, please enter a security question and answer.

Security Question:

Answer:

Create your own password or choose to accept the system-generated password provided.



2

Establish your Student Lab/Blackboard password

Account 2:

Your Student Lab/Blackboard account allows access to campus computers and online classes

Your Student Lab/Blackboard User Name is: jvandal

[Click here to see important guidelines for establishing a Student Lab/Blackboard password](#)

Establish Student Lab/Blackboard password:

Enter a NEW password selected by you
Please enter your new password:
Please confirm your new password:

Use a random NEW password selected by computer
TOG'pew2

3

Create your VandalMail address

Account 3:

Your VandalMail account allows you to receive official University of Idaho communications

[Click here to see important guidelines for creating a VandalMail address](#)

Create or select your VandalMail address below:

Enter an address selected by you

Please enter your VandalMail address: @vandals.uidaho.edu

Please confirm your VandalMail address: @vandals.uidaho.edu

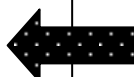
OR

Choose a VandalMail address from the selection below

joe.vandal@vandals.uidaho.edu

josephvandal@vandals.uidaho.edu

jvandal@vandals.uidaho.edu



Create your own VandalMail username using the established guidelines or choose to accept one of the system-generated addresses provided.

4 Print the summary page and record your PIN and passwords. You will use this summary to help you log in to your VandalWeb, Student Lab/Blackboard, and VandalMail accounts.

Please log into your VandalWeb and VandalMail accounts to confirm your access

Print this page for your records

Your VandalWeb account will provide you access to:

- ◆ Registration
- ◆ Scholarship and financial aid awards and information
- ◆ Housing information
- ◆ Student fees/billing information
- ◆ Class schedules
- ◆ Grades

You can log into VandalWeb at www.vandalweb.uidaho.edu

- ◆ VandalWeb User ID: **074-12345** (Your student ID number)
- ◆ Your VandalWeb PIN: _____

When you arrive on campus your Student Lab/Blackboard account will provide you access to:

- ◆ Student computer labs
- ◆ Access to your personal "H:" drive
- ◆ Shared lab printers
- ◆ Unix services at unix.uidaho.edu
- ◆ Access for Blackboard

You can log into Student Lab/Blackboard using:

- ◆ Student Lab/Blackboard User Name: **jvandal**
- ◆ Your Student Lab/Blackboard Password: _____

Your VandalMail account is the medium of all official University of Idaho correspondence including:

- ◆ Scholarship and financial aid information
- ◆ Faculty communications regarding assignments

You have mail! Please log in to your VandalMail Account at www.vandals.uidaho.edu using your email address and your Student ID number. Remember - read your VandalMail frequently so you don't miss out on important University of Idaho information!

- ◆ VandalMail User Name: **jvandal@vandals.uidaho.edu**
- ◆ Temporary Password: **074-12345**
- ◆ VandalMail Password: _____ (You will set this when you log into VandalMail)

5 Click on the www.vandals.uidaho.edu link to finish setting up your VandalMail. You will be redirected to a secure site, shown below. You must sign in using your VandalMail address as the Windows Live ID and your Student ID as your temporary password. Once you successfully log in, you will be instructed to create a new password. You will use your new password for all future logins to VandalMail.

If at any time you need assistance with your e-mail account, changing passwords or using VandalMail, please contact the ITS Help Desk. The ITS Help Desk is open Monday through Friday, 7:00 am to 6:00 pm (Pacific Time) during the school year. (8:00 am - 5:00 pm semester break hours; 7:30 am - 4:30 pm summer hours.) You may contact them by phone at 208-885-HELP (4357) or e-mail helpdesk@uidaho.edu. Online support is available at <http://support.uidaho.edu/>.