

Instructions for new UNK students to find Lopermail and setup password

Steps to find your UNK email address:

1. log into your **MyBlue** account with your *NUID* and *password*. <https://myblue.nebraska.edu/>
(You received your NUID and password when you completed your online application)
2. In the left column under 'Profile' there will be a link for 'email addresses.'
 - Click on this link and your UNK Campus email address will be listed.



Steps to set up UNK password

1. Go to <https://trueyou.nebraska.edu/SelfService/>
2. Click on **Change Password**

A screenshot of the TrueYou Identity Manager website. At the top right, there are links for 'FAQS' and 'CAMPUS HELPDESK'. The main header includes the 'TrueYou' logo and 'IDENTITY MANAGER'. Below the header, there is a 'LOGIN' button and a message: 'Log in to manage your University of Nebraska or Nebraska State College account.' The main content area features a banner with the text: 'TrueYou is the Identity Management system where you manage your authentication information, such as changing your password and answering your authentication questions.' To the right of this banner, it says 'Use your TrueYou credentials at all University of Nebraska campuses and Nebraska State Colleges to access:' followed by a list with checkmarks: 'Student Information Systems' and 'SAP & Firefly'. Below the banner, there are three sections: 'Claim Your Identity >>>', 'Manage Your Accounts', and 'Re-Activate Account >>>'. The 'Manage Your Accounts' section has a sub-header and a description: 'TrueYou's Self-Service feature allows you to manage your account information simply and easily:' followed by three links: 'Change Password', 'Lookup NUID or Username', and 'Forgot Password'. A black arrow points from the 'Change Password' link to the 'Claim Your ID' button in the 'Claim Your Identity' section.

3. Click on TrueYou Identity Manager

**University of Nebraska &
Nebraska State College**
Single Sign On

Sign On Using Your TrueYou Identity
(Firefly, SAP, MyBlue, MyRecords, MyRED, MyNCTA, MaxLINK, MyCSC, MyPSC, WildcatsOnline, Campus Solutions, etc.)

 TrueYou IDENTITY MANAGER TrueYou Identity Manager	 Guest Access
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Sign On Using Your Campus Identity
(Blackboard, Canvas, Sakai, Campus Email, etc.)

 University of Nebraska - Lincoln	 University of Nebraska Medical Center
 University of Nebraska Omaha	 Wayne State College
 University of Nebraska at Kearney	

4. Login using your NUID and MyBlue Password

**University of Nebraska &
Nebraska State College System**
Single Sign On

TrueYou
IDENTITY MANAGER

Sign in using your TrueYou credentials.

Username

Password

Don't Remember Login

To protect the security of your account, close the browser window to complete the logout process.

[Forgot your password?](#)

[Help Desk Support](#)

5. After you are logged in, you will see a list of accounts associated with TrueYou, just create a new password that meets the requirements listed.

Change Your Password

Passwords must be at least 10 characters long, and must contain uppercase and lowercase letters, numbers, and special characters, and MUST NOT include any resemblance to personal information like your name, username, birthdate.

New Password	<input type="password" value="••••••••"/>
Confirm New Password	<input type="password"/>

NOTE: Changing your password here will update the password for all accounts associated with TrueYou.

6. Click on “Change Password” and if it’s successful you should be able to access your accounts with the new password. If it’s not successful, check the requirements again.

Note: Once you have your password changed, you can visit outlook.unk.edu on a web browser and sign in to your UNK Mailbox using your full UNK email (*your campus email is listed in MyBlue under “Profile”*) and the password you just set.

Canvas – canvas.unk.edu; login using your UNK username and the same password. Your UNK username is just the first part of your UNK email without the “@lopers.unk.edu” part.

You can login to most UNK services using your UNK username and password. A complete list of services offered by UNK can be found on easi.unk.edu.

Questions? – visit helpdesk.unk.edu