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/](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/](https://trueyou.nebraska.edu/SelfService/)
2. Click on Change Password
3. Click on TrueYou Identity Manager

4. Login using your NUID and MyBlue Password
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.

<table>
<thead>
<tr>
<th>New Password</th>
<th>**********</th>
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<tbody>
<tr>
<td>Confirm New Password</td>
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**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