

User Services

Summer 2005

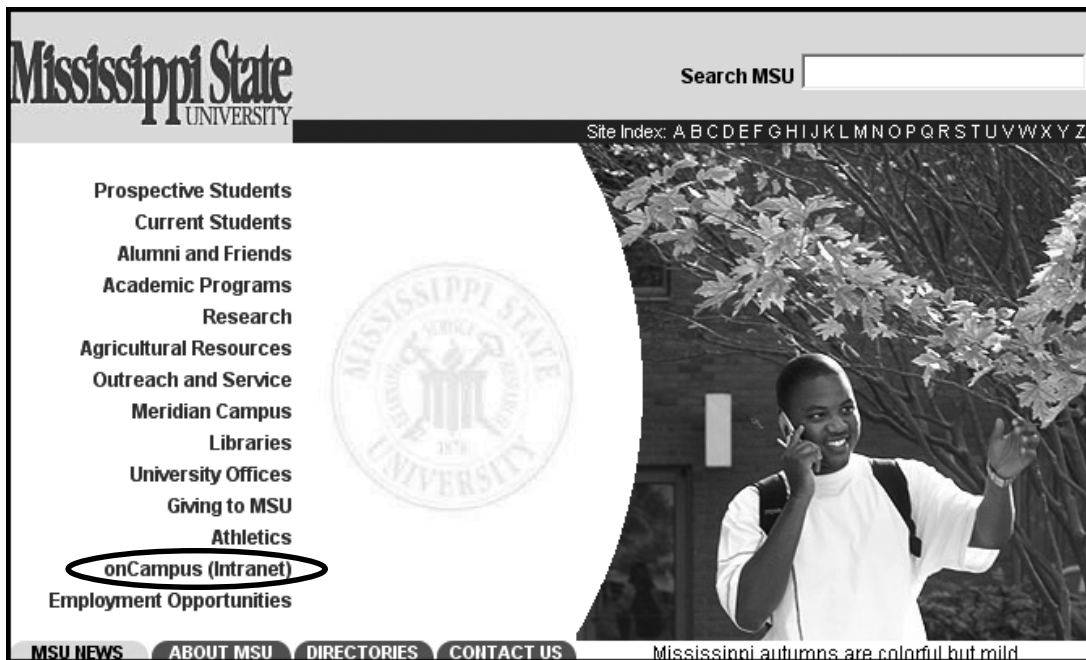
Accessing Banner Web

There are two ways to access Banner Web:

1. The **URL** for Banner Web is **https://www.uis.msstate.edu**.
(Note: The URL needs the https at the beginning of the address because this is a secure site.)



2. Banner Web can also be accessed from the Mississippi State University web site (www.msstate.edu) by clicking **onCampus (Intranet)**.



3. The **onCampus** main page will appear. You can choose to log into **onCampus** **OR** click the direct link **Banner Web(Intranet)**.

Accessing Banner Web

- If you choose to log into **onCampus**, you must enter your **NetID** and **NetPassword** and click the **Login** button.
- If you choose to use the direct link, click **Banner Web(Intranet)**.



The Banner Web main page will appear. After you have read the information on this page, scroll down the page and click the link

Click Here For Your Secured Access

- If you are a new user or have had your **NetPassword** reset, your default **NetPassword** is your 6-digit birthdate (e.g. 042762).

When logging in you will be prompted to set a new **NetPassword**. Please set your **NetPassword** following the guidelines on the **Login Verification** page.

Click **Login**.



Login Verification

Change NetPassword

Your NetPassword has expired. Please change it now.

Re-enter Old NetPassword:

New NetPassword:

Re-enter new NetPassword:

Special consideration must be given when selecting a NetPassword.
Your NetPassword:

- * Must contain 5-8 characters
- * Must begin with a letter and contain at least 1 number or special character
- * Is case sensitive
- * Can contain the following special characters % - _ ! +
- * Is checked to verify that it is not easily guessable (e.g. abc123 or banana1)

- Next, you will be required to configure a security question and answer. This question and answer enables you to reset a forgotten **NetPassword** without calling for assistance.

Click **Submit**.

Security Question and Answer

Please enter your new Security Question and Answer and click Submit.

It is very important that you provide answers that are known only to you and cannot be easily guessed by friends, associates or hackers. The more obscure or cryptic your answers, the more secure your NetPassword will be.

Enter Question:

New Answer:

Confirm New Answer:

- If you ever forget your **NetPassword**, click the **Forgot NetPassword?** button and the system will ask you to answer your security question. If you correctly answer the question, you will be prompted to set a new **NetPassword**.



- Congratulations, you are now logged into Banner Web.

Contact Information:

Voice: 325-0631

E-mail: helpdesk@msstate.edu

Web: www.its.msstate.edu