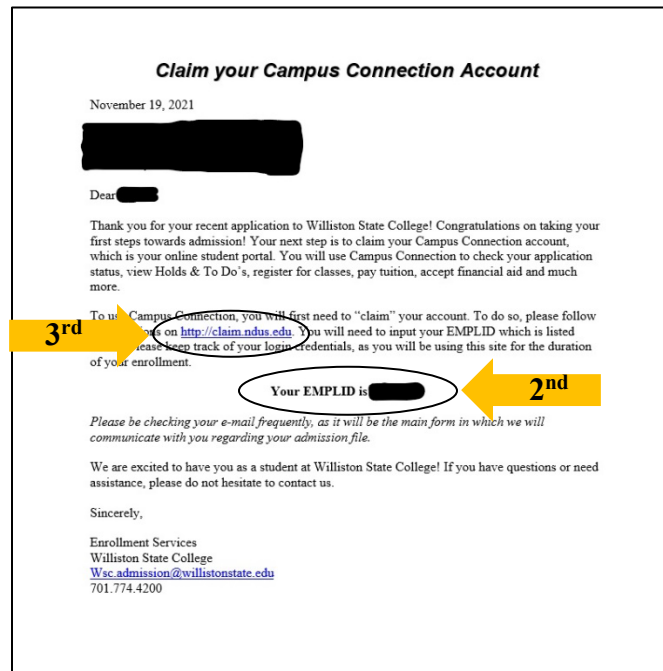
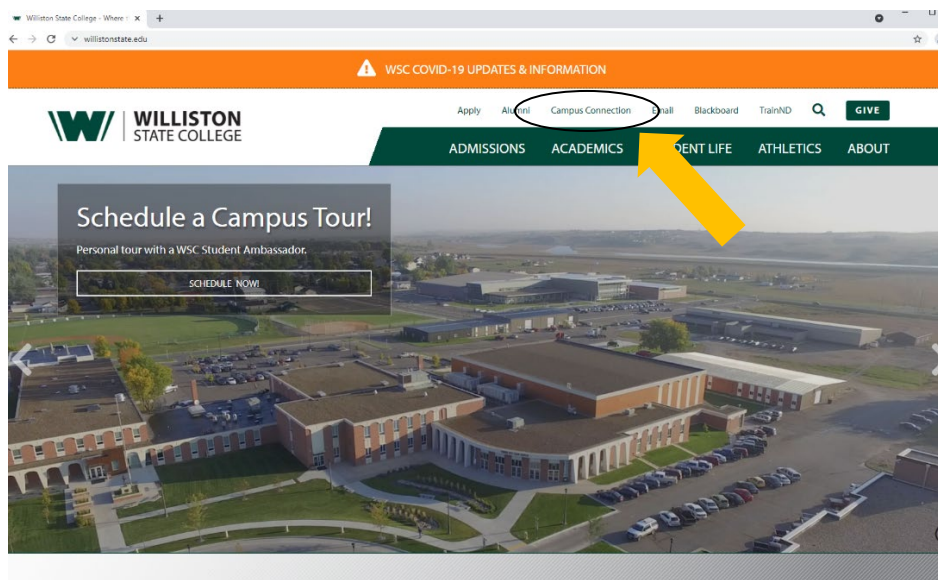


HOW TO CLAIM YOUR CAMPUS CONNECTION ACCOUNT

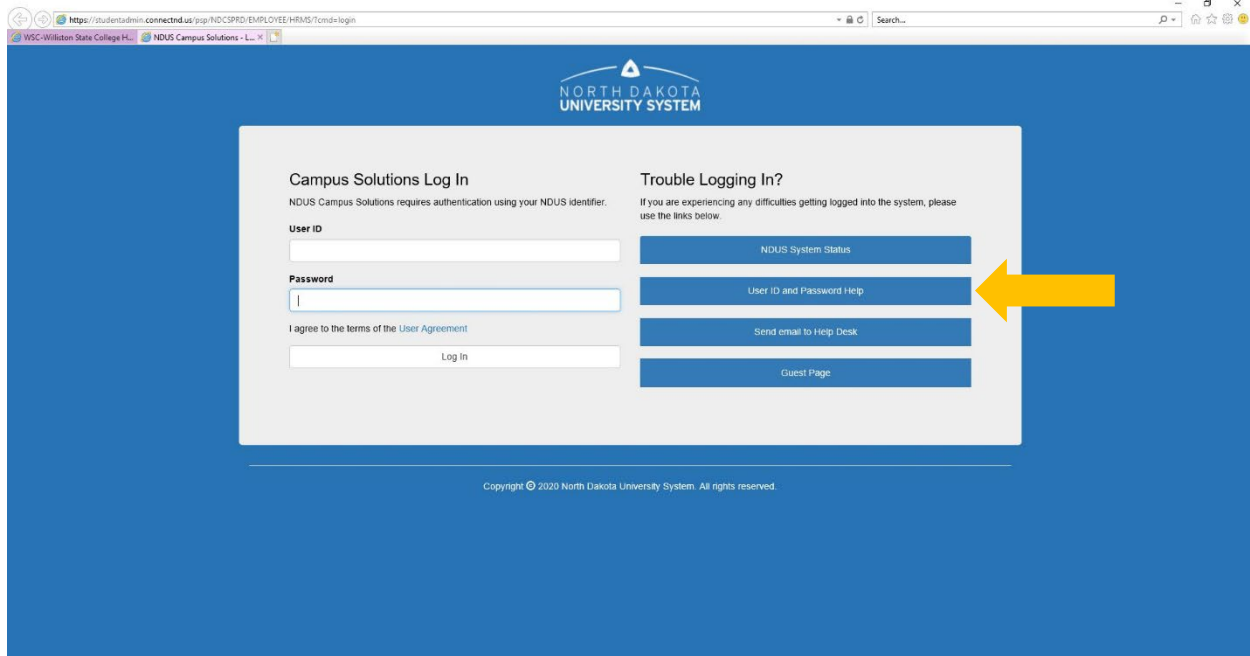
1. Check your communications from WSC, this will be from email or a letter in the mail.
2. Your email will contain your EMPLID which is also your Student ID number
3. Click on the link provided or visit <http://claim.ndus.edu>, Continue on Step 6.



- If you do not have an email or letter...
4. Go to the WSC website and click on Campus Connection



5. Select User ID and Password Help



The screenshot shows the North Dakota University System Campus Solutions Log In page. The page has a blue header with the university logo. Below the header, there is a white box containing the login form and links for users having trouble logging in. The login form includes fields for User ID and Password, a link to the User Agreement, and a Log In button. The 'Trouble Logging In?' section contains links for NDUS System Status, User ID and Password Help (highlighted with a yellow arrow), Send email to Help Desk, and Guest Page. The footer contains copyright information for 2020 North Dakota University System.

Campus Solutions Log In
NDUS Campus Solutions requires authentication using your NDUS identifier.

User ID

Password

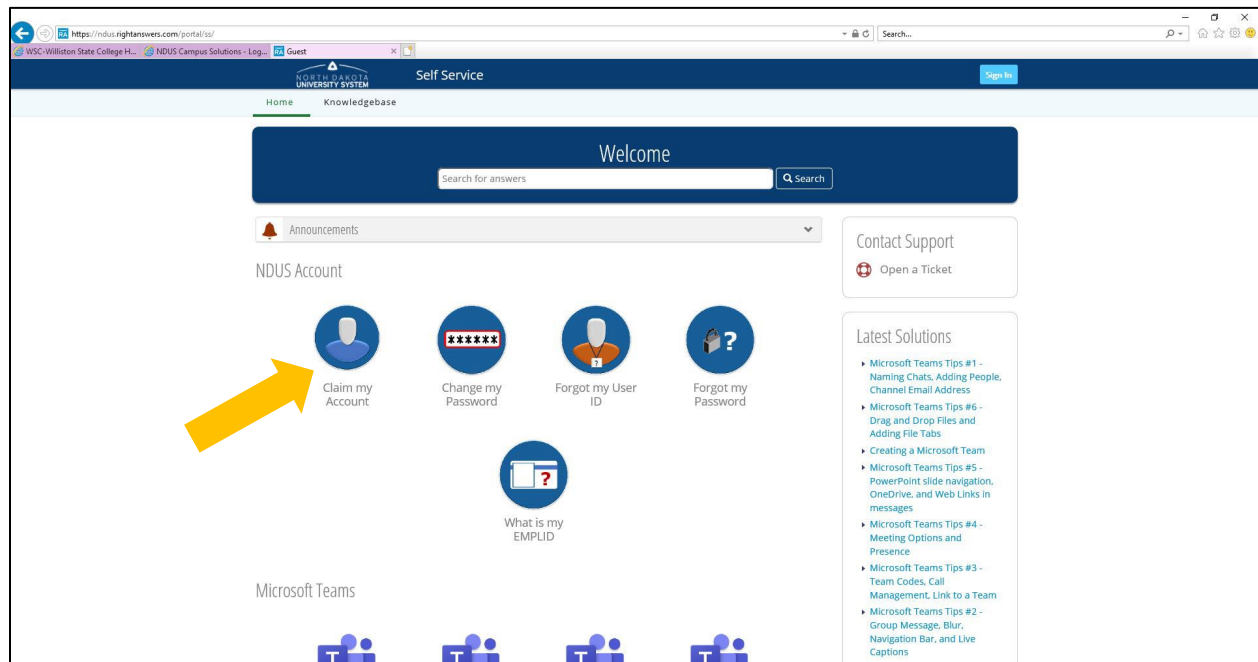
[I agree to the terms of the User Agreement](#)

Trouble Logging In?
If you are experiencing any difficulties getting logged into the system, please use the links below.

- [NDUS System Status](#)
- [User ID and Password Help](#)
- [Send email to Help Desk](#)
- [Guest Page](#)

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6. Select Claim My Account



The screenshot shows the North Dakota University System Self Service portal. The page has a blue header with the university logo and a 'Sign In' button. Below the header, there is a white box containing the 'Self Service' section. The 'Self Service' section includes a 'Welcome' message, a search bar, and a list of links for users having trouble logging in. The 'NDUS Account' section contains links for Claim my Account (highlighted with a yellow arrow), Change my Password, Forgot my User ID, and Forgot my Password. The 'What is my EMPLID' link is also present. The 'Microsoft Teams' section is at the bottom. The 'Contact Support' section includes a link to Open a Ticket. The 'Latest Solutions' section lists various tips and guides.

Self Service

Welcome
Search for answers

Announcements

NDUS Account

- [Claim my Account](#)
- [Change my Password](#)
- [Forgot my User ID](#)
- [Forgot my Password](#)
- [What is my EMPLID](#)

Microsoft Teams

Contact Support
[Open a Ticket](#)

Latest Solutions

- Microsoft Teams Tips #1 - Naming Chats, Adding People, Channel Email Address
- Microsoft Teams Tips #6 - Drag and Drop Files and Adding File Tabs
- Creating a Microsoft Team
- Microsoft Teams Tips #5 - PowerPoint slide navigation, OneDrive, and Web Links in messages
- Microsoft Teams Tips #4 - Meeting Options and Presence
- Microsoft Teams Tips #3 - Team Codes, Call Management, Link to a Team
- Microsoft Teams Tips #2 - Group Message, Blur, Navigation Bar, and Live Captions

7. First, watch the video. Second, scroll down and click Claim Your NDUS Account

North Dakota University System | ndus.edu/lets-get-started/chancellor-greeting/

STUDENTS | INSTITUTIONS | SBHE | INFORMATION TOPICS | MEDIA AND PUBLICATIONS | ABOUT US

Please watch this short greeting from Mark Hagerott, Chancellor of the North Dakota University System. After watching the video, scroll down to complete the process.

Chancellor Mark Hagerott Message

Watch on YouTube

Claim your NDUS Account

8. Enter your EMPLID, Date of Birth and then Click Continue

North Dakota University System | Self Service Password Reset | ndusiam.ndus.edu/sspr/public/activate

To confirm your identity, please enter the following information. Your information will be used to locate and activate your user account.

What is my EMPLID?

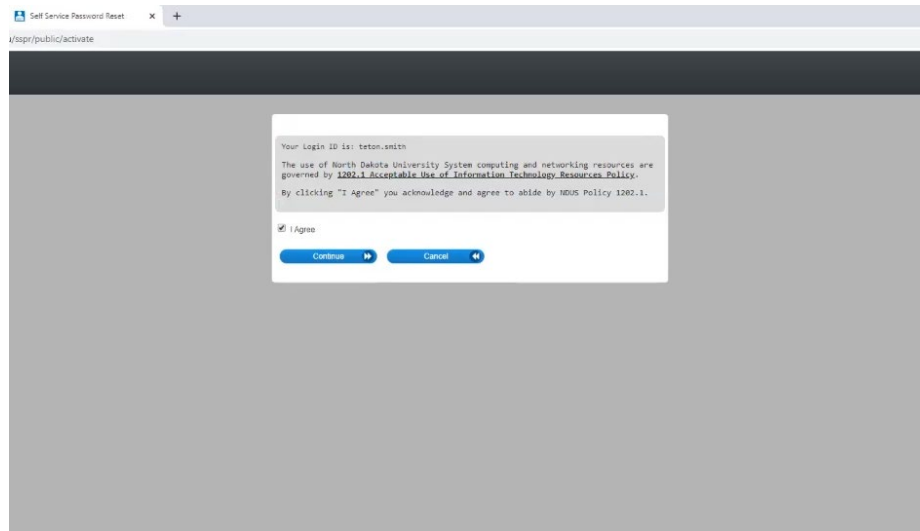
Be sure to complete the process, or your account will not be activated properly.

Emplid*

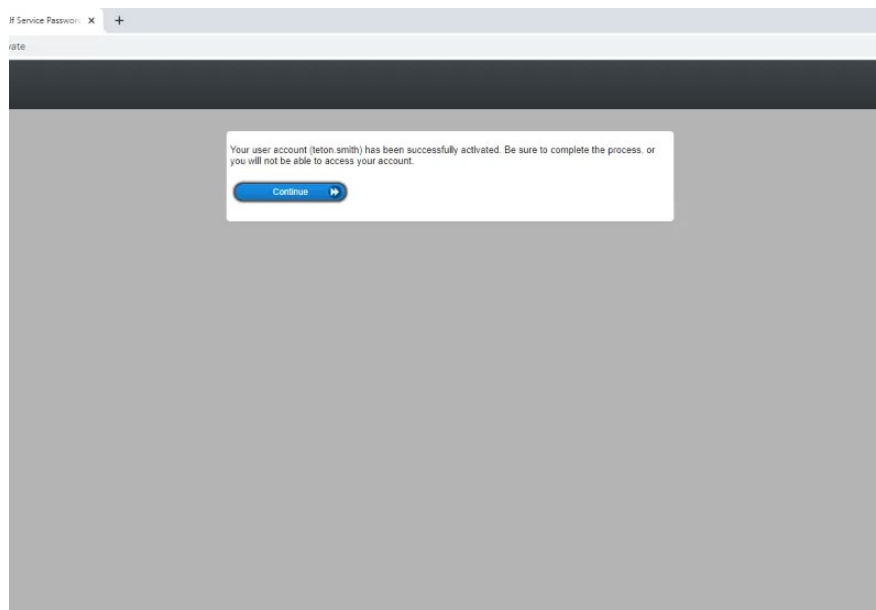
Birthdate (mm/dd/yyyy) or Claim Number*

Continue Cancel

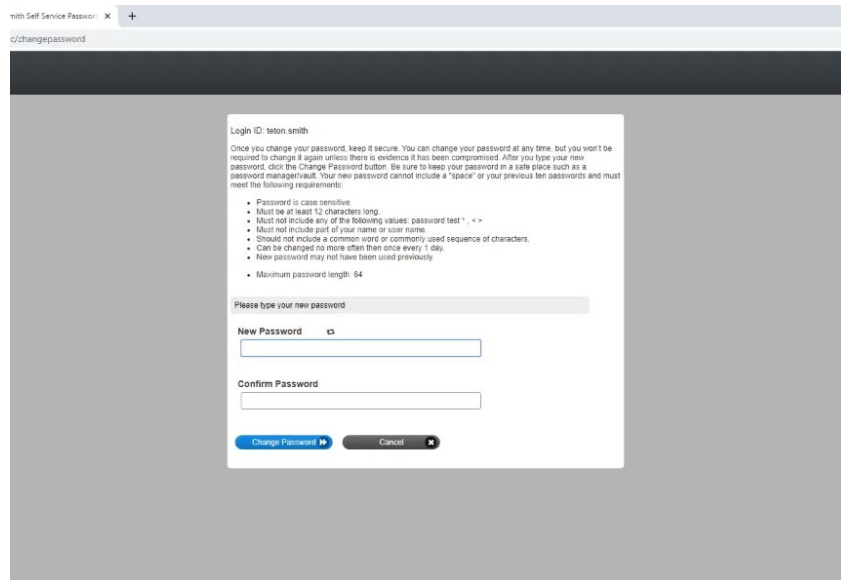
9. Review the terms and Click I Agree, then Click Continue



10. This Page will Confirm your Username, your Username is a Variation of your Name

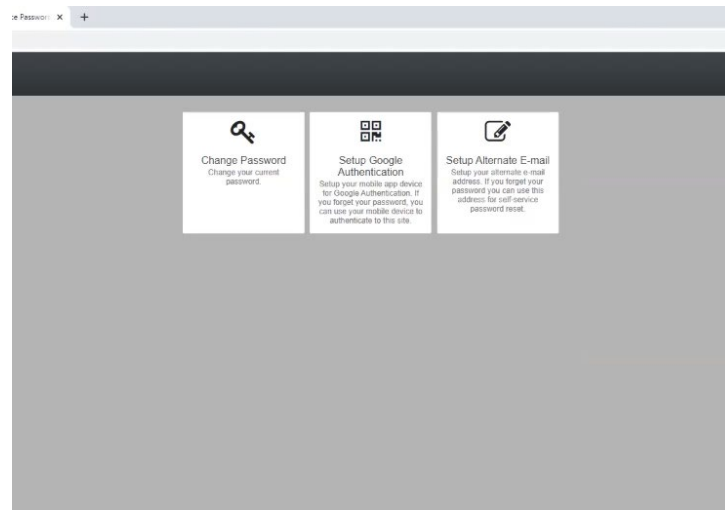


11. Create a New Account Password, then Click Change Password and Continue



The screenshot shows a web browser window with the address bar displaying 'c/changepassword'. The page has a dark header and a light gray background. A white form box is centered on the page. At the top of the form, it says 'Login ID: teton.smith'. Below this is a paragraph of instructions: 'Once you change your password, keep it secure. You can change your password at any time, but you won't be required to change it again unless there is evidence it has been compromised. After you type your new password, click the Change Password button. Be sure to keep your password in a safe place such as a password manager/vault. Your new password cannot include a "space" or your previous ten passwords and must meet the following requirements:'. This is followed by a bulleted list of requirements: 'Password is case sensitive.', 'Must be at least 12 characters long.', 'Must not include any of the following values: password test *, < >', 'Must not include part of your name or user name.', 'Should not include a common word or commonly used sequence of characters.', 'Can be changed no more often than once every 1 day.', 'New password may not have been used previously.', and 'Maximum password length: 64'. Below the list is a label 'Please type your new password' followed by two input fields: 'New Password' and 'Confirm Password'. At the bottom of the form are two buttons: 'Change Password' (in blue) and 'Cancel' (in gray).

12. You have successfully Claimed your Account



- If you have any questions, please contact wsc.admission@willistonstate.edu