

First Time Log-On to Banner

WARNING: Do not use Back/Forward Buttons. This interrupts access for registration. Use MENU button at the bottom of each screen until ready to Exit. ALSO, do not click repeatedly if system is slow to respond.

1. Go to VSU web site: <http://www.valdosta.edu>. Click on Registration.
2. Click on LOGIN.
3. Enter your user ID (VSU ID 870#). Your default password will be MMMDDYYYY where: • MMM is replaced by the first three letters of your month of birth • DD is replaced by the day of your birth • YYYY is replaced by the year of your birth(eg. If you were born on June 2, 1978, your default password will be jun021978. After you log in for the first time, you will be prompted to change your password.

Personal Security Question: During your initial entry into Banner, you will be asked to provide a security question. Your security question is your key to resetting your password should you forget it and being able to access Banner if that occurs. IT MUST BE A QUESTION THAT YOU CAN REMEMBER THE ANSWER TO. Asking when is my birthday and responding December is not prudent if 6 months from now when asked the same question you answer Dec 12; December 12; or 12/12/84. All of these answers are correct but none would be acceptable based upon your first response which was simply December. Good questions, which involve a one word answer might be: What is my mother's maiden name? What is my father's middle name? What city was I born in?

4. Exit the system by clicking on the EXIT button at the bottom of the screen.

Finding your Windows Live Username (If You Don't Know Your VSU e-mail address)

<http://www.valdosta.edu/helpdesk/guides/live/find.shtml>

First Time Log-On to Windows Live

<http://www.valdosta.edu/helpdesk/guides/live/first.shtml>