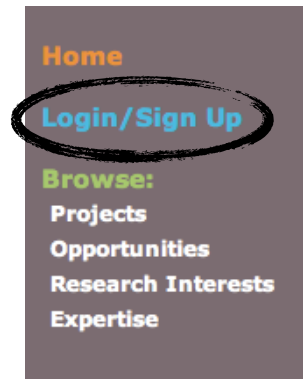




Setting up your Yaffle Account Memorial University Students

Welcome to Yaffle! Yaffle uses Memorial's MUN Login system to authenticate registered users in the system. MUN Login is a "single sign on" service that is intended to simplify how you access a variety of services, and is the same account you use if you access your any of the services available at my.mun.ca, MUN Webmail or the Site Builder tool.

(Please note: It is **not** the same account used for the my.swgc.ca services offered at Sir Wilfred Grenfell College)



1. From the yaffle.ca homepage, click on the **Login/Sign Up** link located in the **left menu bar**.

2. Login with your MUN Login account. If you don't have an account, skip to page 3 of this document. If you've forgotten your password, skip to page 5.

MEMORIAL UNIVERSITY
Newfoundland & Labrador, Canada

MUN Login

Setup your account Having problems? Login

MUN Login ID:

Password:

Don't forget to logout...
It is **important** that you logout or close your browser when you are finished using Memorial web sites or services.



Setting up your Yaffle Account Memorial University Students

3. You'll be asked to agree to a privacy statement and confirm your name and contact information.

Welcome

This appears to be the first time you have logged into the system. As such, we will need you to agree to the Privacy Statement and provide some additional information to properly setup your account. Required fields are marked with a red asterisk (*).

Privacy Statement

Please click I Agree below to give consent to the Leslie Harris Centre for Regional Policy and Development for the collection of your information. The information is collected under the general authority of the Memorial University Act (RSNL 1990 CHAPTER M-7) and will be used to fulfill the mandate of the Yaffle project. By consenting, you acknowledge that you are aware the information will be shared on a publicly accessible online database (website). If you have any questions about the collection and use of this information, please contact Luke Power at (709) 737-8418.

*I Agree

*First Name: *Last Name:

*Email Address:

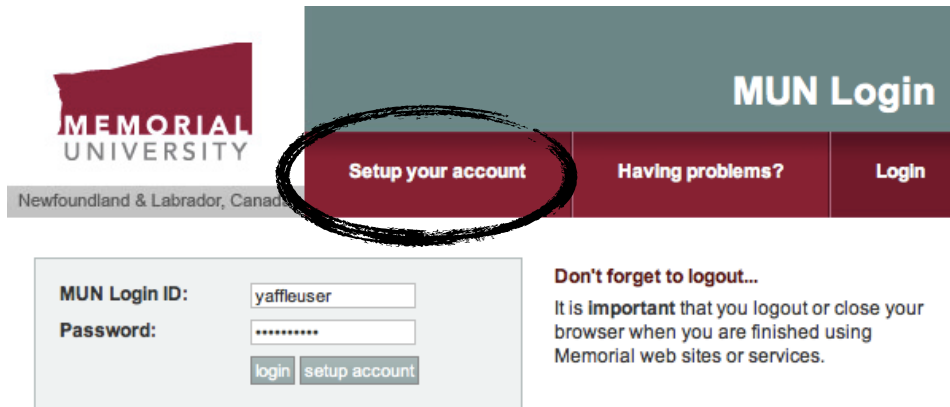
*Country:

Telephone: (optional)

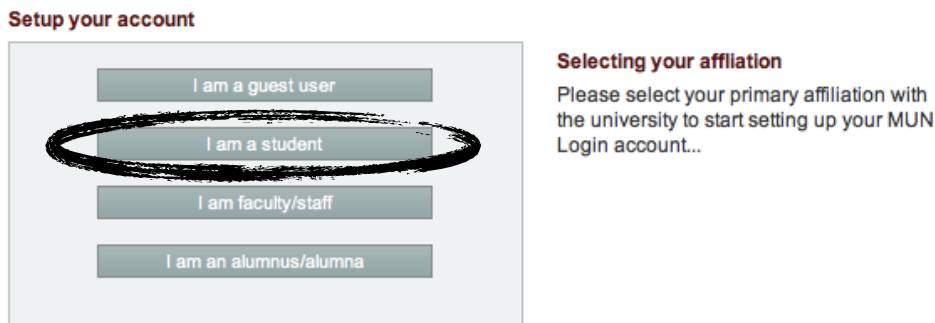
4. Congratulations! You're ready to start adding your work - continue to our 'Adding Projects, Research Interests and Expertise' tutorial to learn more.

Setting up your Account

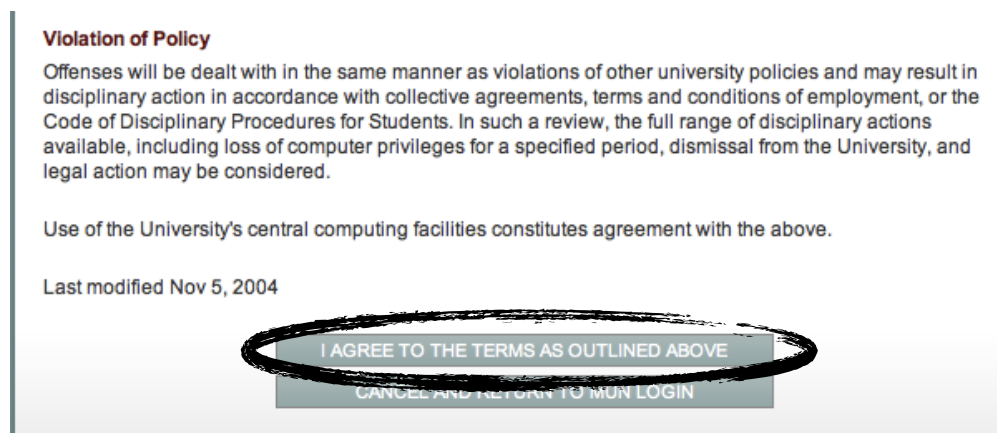
1. Click on the 'Setup your account' link in the top menu bar.



2. Click the 'I am a student' button.



3. Click to agree with the Agreement and Privacy Statement at the bottom of the statement page.



Setting up your Account

4. Enter your Student Number and your Self-Service PIN that you use for the Memorial Self-Service system (used for course registration, receiving grades, paying tuition) - If you don't remember this information or haven't used this system yet, visit the links found on the right-hand side and follow the information to get started, or email reghelp@mun.ca

Setup your account

Please complete the fields below to begin the process of setting up your new MUN Login account.

Student Number:

Self-Service PIN:

First-time User

Your Memorial Self-Service PIN is required to set up your MUN Login account. Please visit [Memorial Self-Service](#) to set up your PIN.

Having Problems?

If you cannot remember or do not know your PIN you must go to the [Memorial Self-Service](#) (formerly Student Web) and generate a new PIN. When you have your PIN, you can return to this page and complete your account setup.

Please note, there is a "Forgot PIN?" option at the bottom of the Memorial Self-Service login form.

5. You'll be asked to create a password for the account. Follow the guide to create a suitable password based on the requirements.

Setup your account

Please enter your password in the fields below.

MUN Login ID: <remember this

Password:

Confirm:

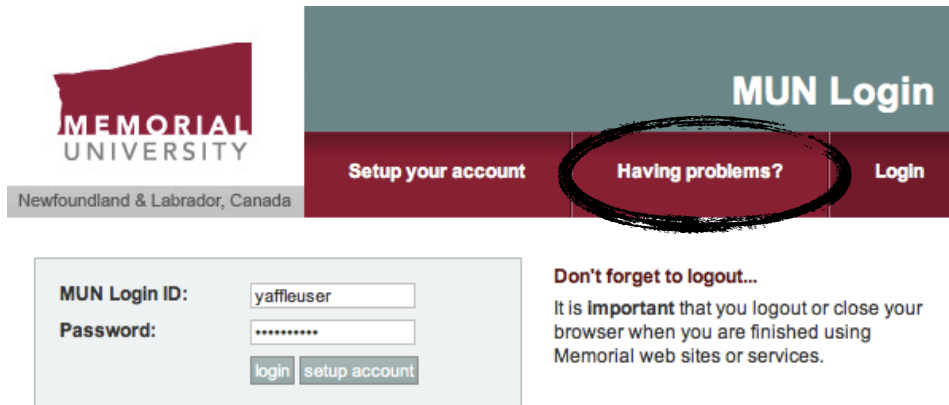
Password Rules

Please note: you **cannot** reuse an old password. Your new password must pass the following tests:

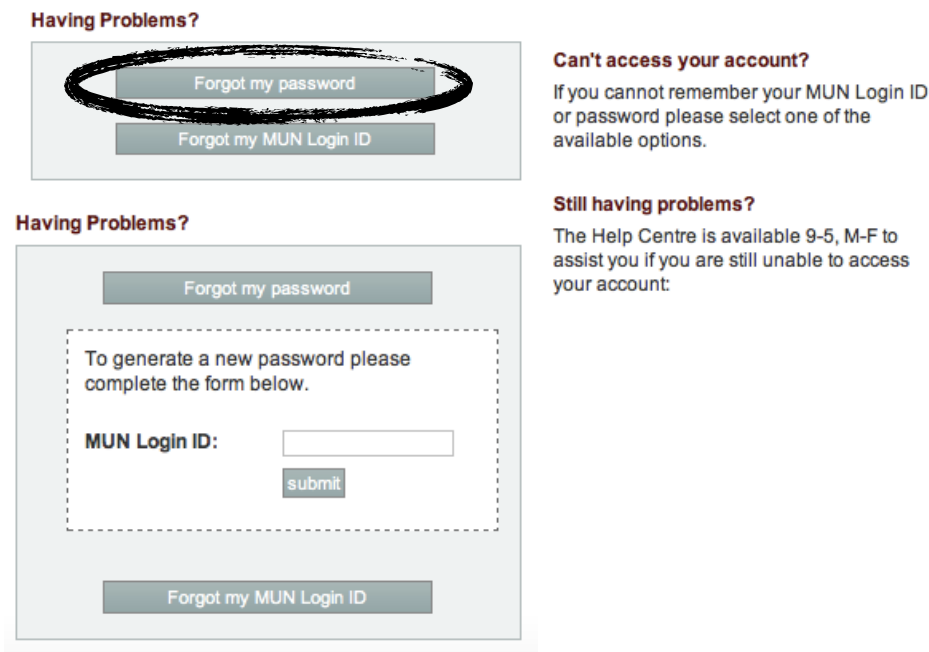
- does not contain your MUN Login ID
- is at least 8 characters
- contains characters from at least 3 of the 4 following sets:
 - uppercase (ABC...)
 - lowercase (abc...)
 - digits (123...)
 - special characters (!@#...)
- password and confirm password match

Resetting a Forgotten Password

1. Click on the 'Having problems?' link in the top menu bar.



2. Click the 'Forgot my password' button, enter your MUN Login ID, and click submit. If you've forgotten your MUN Login ID, choose that option.



Resetting a Forgotten Password

3. Confirm your Student Number and Self-Service PIN and click the confirm button.

Setup your account

Please complete the fields below to begin the process of setting up your new MUN Login account.

Student Number:

Self-Service PIN:

First-time User
Your Memorial Self-Service PIN is required to set up your MUN Login account. Please visit [Memorial Self-Service](#) to set up your PIN.

Having Problems?
If you cannot remember or do not know your PIN you must go to the [Memorial Self-Service](#) (formerly Student Web) and generate a new PIN. When you have your PIN, you can return to this page and complete your account setup.

Please note, there is a "Forgot PIN?" option at the bottom of the Memorial Self-Service login form.

4. You'll now be given the opportunity to enter a new password. Follow the guide to create a suitable password based on the requirements.

STILL HAVING PROBLEMS?

Support for the MUN Login system is provided by the Department of Computing and Communications:

Email: help@mun.ca

Phone: (709) 737-4595

Office: HH 2013 (St. John's Campus)

Available M-F, 9:00am-5:00pm