

MyApps Introduction

Introduction	1
Accessing MyApps Portal	1
Accessing profile settings in MyApps	2
Adding an app	2

Introduction

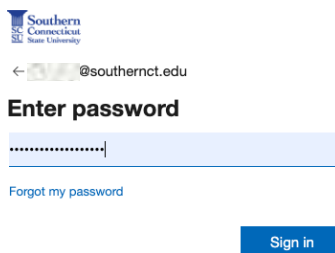
This document will provide a quick introduction into MyApps, which is the SCSU's portal for apps such as Blackboard Learn9, Bannerweb, Banner9, etc.

Accessing MyApps Portal

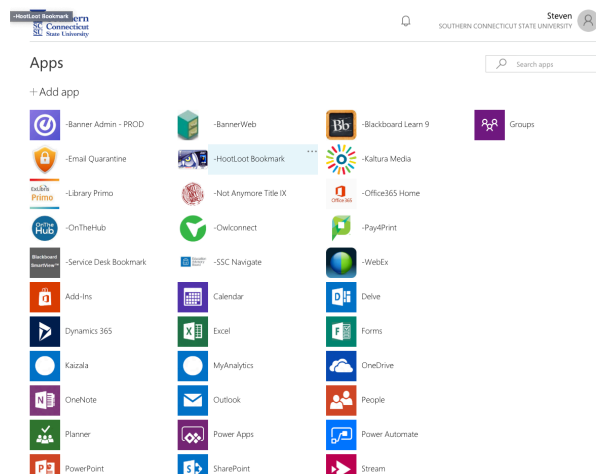
1. Open an internet browser on your device. (Safari, Firefox, Internet Explorer, Google Chrome)



2. Go to the website myapps.southernct.edu.
3. Sign in with your full SCSU email address and password. If you are off the campus network, you will be prompted to authenticate your account.

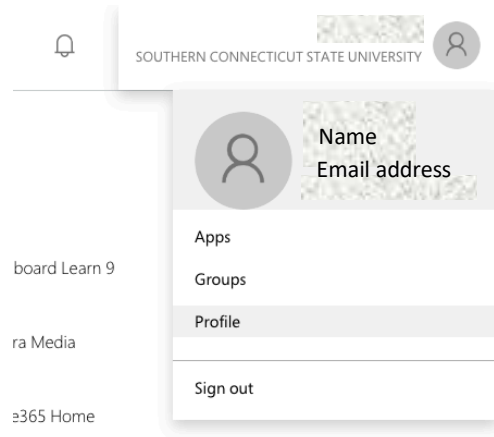


4. Apps such as Outlook, the Office programs, Blackboard Learn9, Banner web, etc can be launched from here. Select any app to launch. Additional apps may be available through the "Add app" link.



Accessing profile settings in MyApps

1. At the top right of the MyApps main app page, you will see your name as well as the institution under it. Click on your name and click profile.



2. Here, you can change your password and change your MFA settings.



Profile

A screenshot of the user profile page. On the left, there is a circular profile picture and the text "STUDENT Information Technology". To the right, there are fields for "Email:", "Alternate email:", "Phone:", and "Office: New Haven". On the far right, there is a "Manage account" section with links: "Change password", "Edit security info", "Review terms of use", "Forget MFA on remembered devices", and "Sign out everywhere". Two red arrows point to the "Change password" and "Edit security info" links.

Adding an app

1. To browse apps that are available to add to your main portal, select "Add app" at the top, right of the page.



Apps

+ Add app

2. Select an app desired, and click "Add".

A screenshot of the "Add apps" page. At the top, there is a back arrow and the text "Apps". Below that is "Add apps" and "Suggested apps". A list of suggested apps is shown: "Adirondack Bookmark", "Banner Admin - PROD", "Banner INB", "BannerWeb", and "ellucian -BDM - Prod". The "BannerWeb" app is highlighted with a blue border. To the right, there is a "BannerWeb" app card with a blue "Add" button.