Activating your MyID

The eCampus course management system requires that your MyID credentials be current, so follow the steps below to activate your MyID if you have not done so already.

1. Using your name, last four digits of your social security number or WVU ID, go to http://myid.wvu.edu and select “Activate Account.”
2. Complete:
   a. Validation question
   b. Answer a security quiz
   c. Set your security questions (if you complete the security quiz, your password will be valid for 180 days instead of the default of 90 days. You will receive an email prior to expiration).

Self-Enrolling

4. Click on the Browse Course Catalog button in the Course Catalog module under the My WVU eCampus tab (left side of the page).
5. Enter Basics of Funds Handling in the Search Catalog field and click Go.
6. Click the **Chevron** next to **Basics of Funds Handling 2016** and select **Enroll**.

![Enroll](image)

7. Enter the **Access Code** provided and click **Submit**. (Access Code DARTVLG2).

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<th>Access Code</th>
<th>DARTVLG2</th>
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The system will take the user to a confirmation page. Once the user clicks **OK** at the bottom of the page, they will be sent directly to the course they just enrolled in. The user may begin working in the course immediately.