Resetting DSU Network and BORIS (WebAdvisor, D2L, and Portal) Passwords

1. On the DSU home page, dsu.edu, click the MyDSU link in the top right corner. Under Trouble Logging In, click on the Reset your Password button.

2. What are My Accounts?
   - Under What are My Accounts, click the Lookup Accounts button.
   - Enter your Colleague ID or last 4 of SS#, last name, and birth date.
   - Record/Print your BORIS and DSU Network User names and email address. Select Start Over

3. Reset My DSU Network Password (webmail, wireless, printing, webspace)
   - Under Reset My DSU Network Password, click on Reset Password
   - Enter your Colleague ID or last 4 of SS#, last name, and birth date.
   - Set password. Submit. A reset successful message will display. Select Start Over.

4. Reset your BORIS (MyDSU Portal, WebAdvisor, D2L, Starfish) Password
   - Under Reset My BORIS Password, click on Reset Password.
   - Enter your last name and Colleague ID or BORIS username noted from above.
   - Click Retrieve my information
   - Note your user name given at the top and select your DSU email account. This is the email account containing the link to reset your password.
   - Click Send me a link to reset my password.

5. Log into your DSU webmail email account.
   - Access this site in a web browser https://webmail.dsu.edu or from the MyDSU page, under the Links for Former Students, choose the Webmail option.
   - Enter your Domain\username as noted from the Lookup Account step.
   - Use the password you chose in the Reset My DSU Network password step.
   - In your DSU email account, locate and open the email titled “Password Reset Link”. Click on the link contained in the email.
   - Enter the BORIS username that you noted above and set a new BORIS password. This is the password you will use on future logins to WebAdvisor, D2L, and the MyDSU portal.

6. Log into the MyDSU Portal. (For Mac OS X, use a browser other than Safari.)
   - Access dsu.edu and click on “MyDSU.” Then, click on Login to MyDSU Portal.
   - Enter your BORIS ID and password that was set in the BORIS password step above.
   - Click on the DSU icon or the DSU Student button on the navigation bar.
   - Click on Enter Your Credentials in the Webmail web part.
   - Enter your DSU network username and password as prompted (ex, bajones). Click on the “You have xxx unread messages.” to access Webmail.

If you need help with your login information, you can either access the “Trouble logging in?” area on the MyDSU page or email mydsuportal@dsu.edu.

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