

Using your Warwick ID number given to you, you will need to set up your IT account

1. Navigate to <https://websignon.warwick.ac.uk/origin/account/register>
2. Click on the **Start registration** button at the bottom of the screen

The screenshot shows the 'University of Warwick User Account' registration page. At the top left is the 'UNIVERSITY OF WARWICK' logo. Below it is the title 'University of Warwick User Account'. The main heading is 'Register for a University of Warwick User Account'. A progress bar shows four steps: Step 1 (Enter University ID and date of birth), Step 2 (Set your password), Step 3 (Login to your Microsoft account), and Step 4 (Set security information). Below the progress bar, under the heading 'What you will need to register', are three bullet points: Step 1 (Your University ID and date of birth), Step 2 (Choose a strong password), and Step 3 (Set up recovery options). A 'Start registration' button is at the bottom left. A grey box on the right contains a disclaimer: 'By registering for a University of Warwick User Account, you agree to abide by the policies and regulations about the use of computing facilities.'

UNIVERSITY OF WARWICK

University of Warwick User Account

Register for a University of Warwick User Account

Step 1 > Step 2 > Step 3 > Step 4

Enter University ID and date of birth Set your password Login to your Microsoft account Set security information

What you will need to register

- **Step 1**
Your University ID (the seven-digit number quoted in correspondence from the University or on the front of your Warwick University card) and your date of birth.
- **Step 2**
You will need to choose a strong password that you can remember.
- **Step 3**
You will need to set up recovery options to add extra security for your account. To do so, you will need your mobile phone or an alternative email address. As an alternative, you can set-up security questions/answers.

Start registration

By registering for a University of Warwick User Account, you agree to abide by the [policies](#) and [regulations](#) about the use of computing facilities.

3. Enter your University ID and your date of birth and click **Register**

Register for a University of Warwick User Account

Step 1

Step 2

Step 3

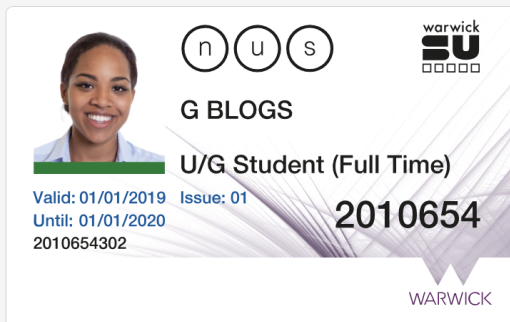
Step 4

Enter University ID and date of birth

Set your password

Enter University ID and date of birth

Enter your University ID (the seven-digit number quoted in correspondence from the University or on the front of your Warwick University card)



Enter your date of birth

(e.g. 19/August/1996)

Register

4. Make a note of your username. It will be the letter 'u' followed by your Warwick ID number, e.g. u1234567
5. Set your password, making sure it is strong and meets the security requirements

Register for a University of Warwick User Account

Step 1
Step 2
Step 3
Step 4

Enter University ID and date of birth
Set your password
Login to your Microsoft account
Set security information

Username

New password

Confirm new password

- ✓ Contains at least 8 characters
- ✓ Contains letters and numbers/symbols
- ✓ Passwords match

Advice on choosing a good password

A good method for creating secure passwords is to construct a long, memorable passphrase comprising e.g. a sentence of words. It's better to go for a longer password than to worry about substituting symbols that you might forget into a short password. For example:

- CorrectHorseBatteryStaple1
- Doubt-Wherever-Leaf-Mystery-6

To improve security, we [check passwords against known leaks](#).

- Your account will have now been created, it can take up to 3 hours after registering for your account to be fully ready to use

Register for a University of Warwick User Account

Step 1
Step 2
Step 3
Step 4

Enter University ID and date of birth
Set your password
Login to your Microsoft account
Set security information

You have successfully registered for a University of Warwick User Account.

- You may be forwarded to this log in page, however, until your account is ready to use, you will not be able to log in and clicking Next will just bring you back to the same page. Please be patient and **wait up to 3 hours** for your account to be ready

**UNIVERSITY
OF WARWICK**

Sign in » warwick.ac.uk

Username

Next

[Acceptable use policy](#)

© MMXXVI [Terms](#) [Privacy](#) [Cookies](#) [Accessibility](#) [Modern Slavery Statement](#)



8. Once ready, sign in using your usercode and the password you recently created

Sign in » External service access

Username

Password

Keep me signed in

[Find my account](#)

[Acceptable use policy](#)



9. To keep your account safe, you will need to set-up two-step authentication ([Information about two-step authentication](#))

University of Warwick User Account

Two-step authentication is required

To keep your account safe, you need to set up two-step authentication.

[Information about two-step authentication](#)  (opens in a new window)

Set up two-step authentication

10. Choose which method you'd like to receive codes (we recommend using the mobile app) and press **Continue**

How would you like to receive codes?

You can receive verification codes in an app on your mobile phone, or by text message. The app method is the most reliable, especially when you're in a different time zone from the University. This method also works when you have no mobile signal.

- Mobile app (recommended)
Works wherever you are.
- Text message
Requires mobile phone signal to work. Less reliable than a mobile app.

Continue

11. After selecting the mobile app option, you will be taken to this page

University of Warwick User Account

1. Download the app


To begin, download the **Authenticator** app for your phone.

- [Android](#)
- [iPhone, iPad or iPod touch](#)

[I can't install the app. Set my phone up with text messages instead.](#)

2. Scan the barcode

Open the Authenticator app and create a new account. Scan this barcode from your screen:



[I can't scan the code](#)

3. Enter a code

Enter the six-digit verification code generated by the app below. You need to complete this step to turn on two-step authentication.

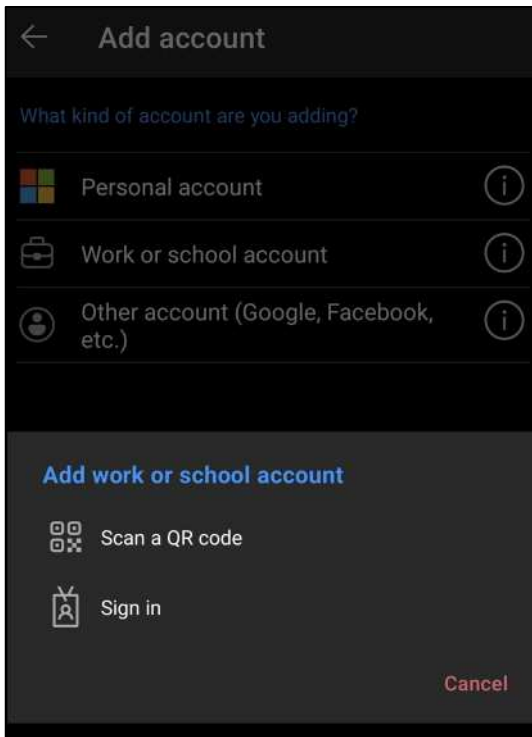
[Turn on two-step authentication](#)

12. You then need to download the **Authenticator** app to your phone. It is available on [Android](#) and [iPhone, iPad or iPod touch](#)

13. Open the app and click the **+** to add a new account

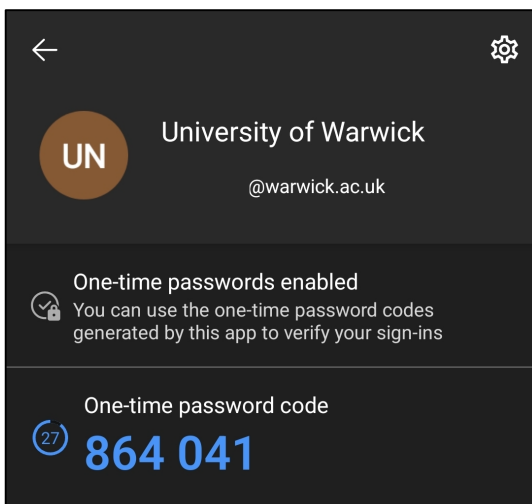


14. Select **Work or school account** and **Scan a QR code**



15. Scan the QR code from the webpage to add the account

16. Click on the newly added account in the Authenticator app and a one-time password will have been generated



17. Enter this code into the webpage and click **Turn on two-step authentication** to complete your registration

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096817

[Turn on two-step authentication](#)

2. Scan the barcode

Open the Authenticator app and create a new account. Scan this barcode from your screen:



[I can't scan the code](#)

18. Make a note of the backup codes to use in case you need to sign in, using a new device, and you don't have your phone with you

University of Warwick User Account

All done!

✓ Congratulations! Two-step authentication is set up and your account is more secure.

When you sign in from a new device, we'll prompt you for a verification code from your mobile phone.

Backup verification codes

We've created some backup verification codes for you. You can use these codes to sign in if you don't have your phone with you. Each code will work once. We recommend that you print these codes and keep them with you.

1. 804 416 77	6. 112 211 44
2. 722 448 53	7. 255 182 74
3. 749 239 10	8. 166 430 04
4. 098 467 12	9. 641 628 60
5. 770 605 50	10. 132 697 26

[Print backup codes](#)

[Continue](#)