AccessFUS

What is it?

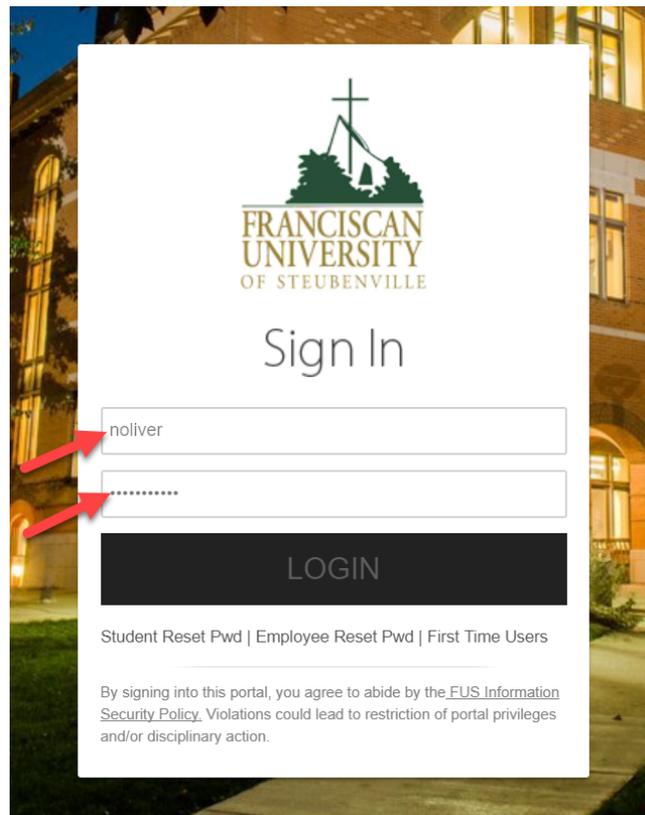One username. One password. All of Franciscan.

You can now sign in to email, Blackboard, MyFranciscan and other web-based software with the same username and password.

Here's how it works:

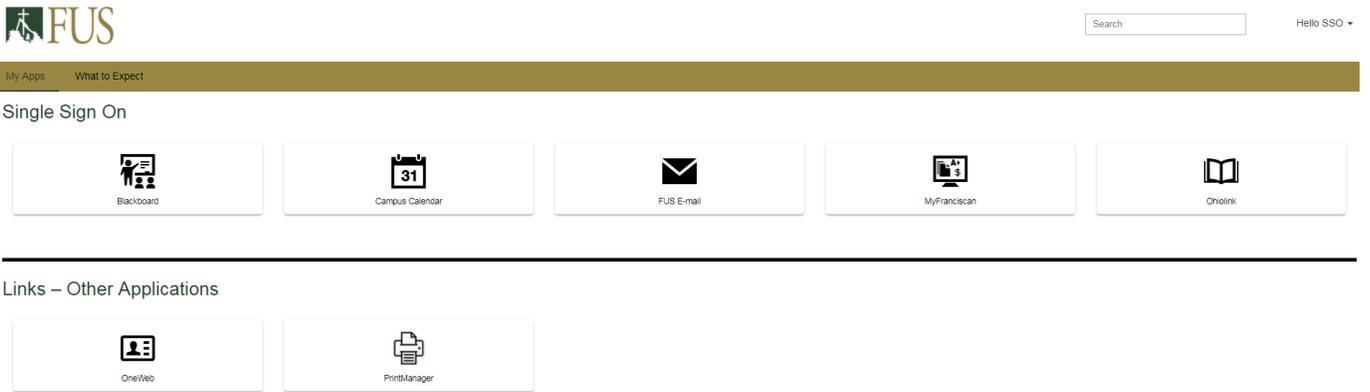1. Click on "AccessFUS" directly from www.franciscan.edu or go directly to accessfus.franciscan.edu

2. Enter your Windows/Novell username and password and click "Login".

3. You are now logged in to all of the applications you see on your screen. Click on any tile to access a particular software application.

4. For all applications in the "Single Sign On" section, you will automatically be logged in when you click on the corresponding tile.

5. For all applications in the "Links – Other Applications", you will be directed to the log in page for each application.
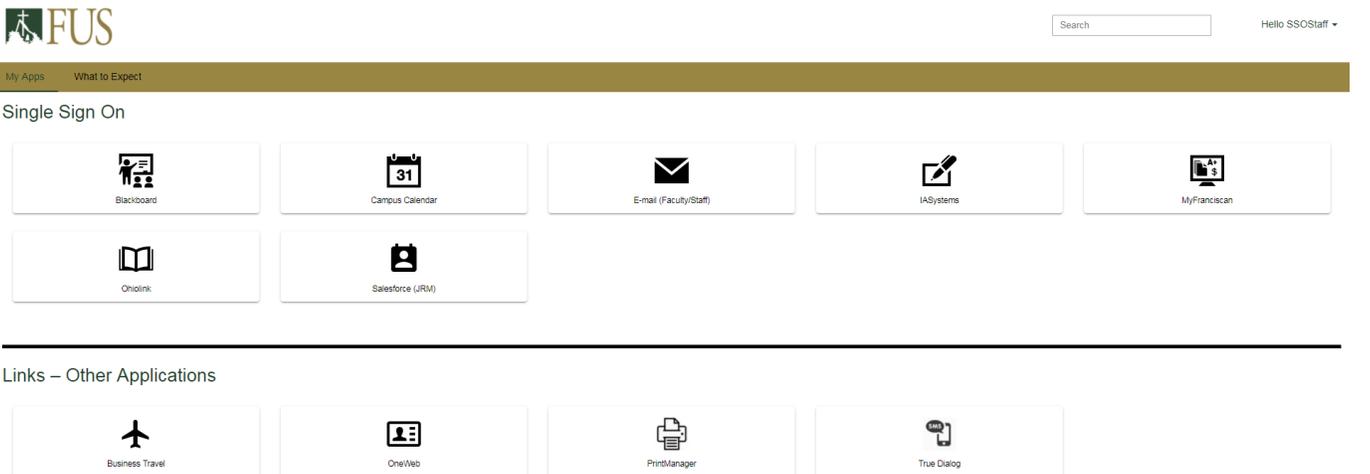
Students will have single sign on access to:

Blackboard, Campus Calendar, Email (GroupWise), MyFranciscan, Ohiolink and OneWeb

All employees will have single sign on access to:

Blackboard, Campus Calendar (Ad Astra), Email (GroupWise - web), IASystems, MyFranciscan, OhioLink, OneWeb and Salesforce/JRM

For Employees Only: GroupWise (web) will only work through AccessFUS if your password is the same as your Windows/Novell password.   To update your GroupWise password, follow the instructions below:

1. Log in to GroupWise.
2. From the **Tools** menu, select **Options**.
3. Double-click **Security**, then click the **Password** tab.
4. In the **Old password** field, type the password you want to change.
5. In the **New password and Confirm new password** fields, type the new password.
6. In the Confirm new password field, type the new password again, click OK, then click Close.

Need to reset your password?

Students: From the AccessFUS login screen, click on "Student Reset Pwd". Follow the on-screen instructions, fill out the form and click "Submit" when done.

Employees: From the AccessFUS login screen, click on "Employee Reset Pwd". Follow the on-screen instructions, fill out the form and click "Submit" when done.

Need Help?

ITS User Support Services: itshelpdesk@franciscan.edu or 740-283-HELP (4357)