LOG INTO MY SIENA

Open your Internet browser window and go to the Siena Heights University web page (www.sienaheights.edu).

Click the My Siena link in the top frame of the window (see illustration below).

The **My Siena** page may display instead of the Siena Home Page when you open the browser window.

If this happens, you don’t need to click the My Siena link.

The **My Siena** page should display.

Input your Username and Password in the appropriate boxes (see illustration below).

Your User Name is the one assigned when you enrolled at Siena.

- It is the same username that you use to access the Windows Network.
- An example of a username would be wsmith.

The default password is your **Student ID Number** (Example: 123456).

- If you changed your password for your Student ID Number, then you will use that password.

After you have logged into My Siena, you are able to access and log into the following programs by clicking on the link under **My Tools** on the right side of the window.

- Outlook Web Mail
- My Desktop (VMware View)
- eCollege
- Library Databases
- Other Library Links

You will also be able to access the following information.

- Academic Information
- Email Forwarding
- Financial Information
- Registration
- Payroll Information