My-Fi Login Instructions

*Please read completely through this message fully before attempting your first login, especially the paragraph after the first, Office 365 graphic.*

The URL to the new My-Fi site is:

https://indiana.sharepoint.com/sites/bap/myfi/

When clicking the link for the first time you are redirected to the Office 365 login screen.

In the “Email or phone” field, type your username@iu.edu. Be sure to use @iu.edu and not @indiana.edu. You are told you do not have access if you use @indiana.edu. After typing your username@iu.edu press Enter or Tab and you will be redirected to the CAS login screen.

If you have previously authenticated to another system, your login to SharePoint will skip the next two steps.
Once you enter your Username and Passphrase, it will take you to your Two-Step Login screen.
After entering your passcode and pressing Enter, you are taken to the new My-Fi site homepage.

Navigation and use on the new site is similar to the old site. Do plan to begin using the new site immediately as the old site will no longer be available after July 31st.

Please bookmark the new URL anywhere you may have stored the old site. Also, all URL’s within the site have changed so you should update them if you have saved other links.

Please feel free to contact me if you have any questions or need help navigating the new site.

Vicky

---

Vicky Myers
Business Center Specialist
Indiana University, Office of Budgetary Administration and Operations
107 S. Indiana Ave, Bryan Hall 010, Bloomington IN 47405-7000
myers@indiana.edu | Voice 812-856-2769 | FAX 812-856-5501

think before you print!