

## EDUFOLIO LOGIN PROCEDURE FOR STUDENTS

Your unique Edufolio login and password information has been sent to your shermancollege.net email account. You will need to check your email for that information prior to logging into Edufolio for the first time.

After you have retrieved that information, open your web browser and go to:

<http://sherman.edufolio.com>

In the upper right corner, locate and click on the **login** link. You should end up on the page depicted on the graphic below.

Your **user id** is your full shermancollege.net email address (Example: [jdoe@shermancollege.net](mailto:jdoe@shermancollege.net)).

Your **password** is the password you retrieved from the Edufolio login information sent to your email address. It is case sensitive.

### Login

Enter your User ID and password, then click 'Login'. If you do not remember your password, click the 'Forgot your password?' link.

The screenshot shows a login page with three main sections:

- Please Login:** Contains two text input fields for 'User ID:' and 'Password:', a black 'Login' button, and a blue link for 'Forgot your password?'.
- Browser Requirements:** A list of four requirements:
  - You need to have JavaScript enabled
  - Your browser must have Cookies enabled
  - Your security setting must be medium or lower
  - Edufolio works optimally with IE 5+. Minimum requirement: IE 4 or Netscape 4
  - You need to have Flash 6 Player installed
- More Information:** Text stating 'If you have any problems, please contact Customer Support by email at: [jgayler@sherman.edu](mailto:jgayler@sherman.edu)'.

After you log in, you will be taken directly to the [My Edfolio portal](#).

From there, you can also access your courses:

For help in changing your password and personalizing your Edfolio portal page, simple tutorials can be found online at [www.sherman.edu/edufolio](http://www.sherman.edu/edufolio). Your Edfolio administrator and contact person is Instructional Technology Facilitator, Joy Gayler, [jgayler@sherman.edu](mailto:jgayler@sherman.edu).