How to get your
Oracle ID and/or Reset the Password

Get your Oracle ID, and/or Reset the Password

Follow these guidelines closely if you don’t know your Oracle ID or don’t remember your Oracle password

Step 1 - http://team.texastech.edu
⇒ Open up Internet Explorer
  ○ Start
  ○ All Programs
  ○ Internet Explorer
⇒ Type in http://team.texastech.edu in the URL field
  ○ *do not enter “www” in the address
⇒ [Enter]
⇒ You will be at the eRaider Sign-in screen
⇒ Sign in using your normal eRaider username/password
⇒ Click [Sign in]

Step 2 – View My Banner Access
⇒ You will be on the Oracle ID screen
⇒ On the left side are some links
⇒ Click on the “View My Banner Access” Link
⇒ Write down the 6 character Oracle ID on your agenda handout
  ○ *looks like a license plate
  ○ This is your personal Oracle ID you will use when signing into Banner
Step 3 – Reset Password
⇒ Click on “Reset Password”
⇒ Follow the Password Guidelines
  o **must be between 8 – 15 characters long**
  o **must be upper and lower case**
  o **must contain at least one numeric number**
  o **do not enter a number in the first or last character**
  o **cannot contain any words - no three character words: dog, cat, man, etc.**
⇒ Enter Password in the Password field
⇒ Click [Set Password]
  o Set Password button MUST be click
    ▪ Do not just hit the [enter] key – this will not work
⇒ If you see the statement “Password Change”
  o Proceed to Step 4
⇒ If you see any other statements such as, “Password too simple”
  o Read the Password Guidelines again, and
  o Try Again
    ▪ Remember to click the [Set Password] Button after you enter the password

Step 4 – Make Note Oracle ID
⇒ Make sure you write down your Oracle ID and remember your password
  o You will use the Oracle ID and password when you sign into the Banner INB System
⇒ Click on the eRaider Sign out button