

## Details:

IT Help Central will email you an **Activation Code**.

Once you have your username and activation code, follow the steps below to activate your account.

1) Browse to <https://eraider.ttu.edu> and click **Activate Account**.

**eRaider Sign-in** Help

Username

Password

**VeriSign Trusted**  
VERIFY

[Forgot password?](#)  
[Forgot username?](#)


Don't have an eRaider Account? [Sign Up](#)

**Activate Account**

2) Type the requested information and review the "Terms of Use" statement. Click **I Agree** if you agree to the terms.


<b>Activation Steps</b>	<h2>eRaider Account Activation</h2>
User Information	<h3>User Information</h3>
eRaider Password	<p>Complete this form to begin the activation of your eRaider account.</p> <p>This Activation Code you were sent contains your eRaider credentials. You'll need them to begin the process of activating your eRaider account.</p> <p>Questions? Contact the IT Help Central at <a href="http://thehelpcentral.ttu.edu">http://thehelpcentral.ttu.edu</a></p>
Confirm Settings	<p>Username: <input type="text" value="tuser"/></p> <p>Date of Birth (mm/dd/yyyy): <input type="text" value="01/01/1900"/></p> <p>Activation Code: <input type="text" value="123456"/></p>
Complete Activation	<p><b>TERMS OF USE</b></p> <p>I understand that use of Texas Tech computers and networks requires prior authorization. I understand that my use of these systems may be monitored by automated and/or manual security testing procedures. I understand that unauthorized use of these systems is prohibited and abuse is subject to immediate termination of the account or service and University disciplinary procedure and/or criminal prosecution.</p> <p>I will not purposely engage in activity that may: harass, threaten or abuse others; degrade the performance of Information Resources; deprive an authorized user access to an information resource; obtain extra resources beyond those allocated; circumvent computer security measures. I will not intentionally access, create, store or transmit material which Texas Tech University may deem to be offensive, indecent or obscene.</p> <p>I understand and will comply with all policies, standards, and procedures adopted to safeguard information and associated information resources as outlined in the appropriate Texas Tech University Security Policies found at <a href="http://www.depts.ttu.edu/opmanual/OP52.04.pdf">http://www.depts.ttu.edu/opmanual/OP52.04.pdf</a> and Texas Tech University Health Sciences Center Security Policies found at <a href="http://www.ttuhscc.edu/HSCI/OP/op5601.pdf">http://www.ttuhscc.edu/HSCI/OP/op5601.pdf</a>.</p> <p>I understand that failure to comply with any of the conditions noted herein may result in immediate termination of the account or service. I further understand that the university retains the right to pursue prosecution when misuse of its information and/or information resources is suspected.</p> <p>By clicking on "I Agree", I attach my electronic signature to and agree to the above Terms of Use.</p> <p style="text-align: center;"><input type="button" value="I Agree"/></p>

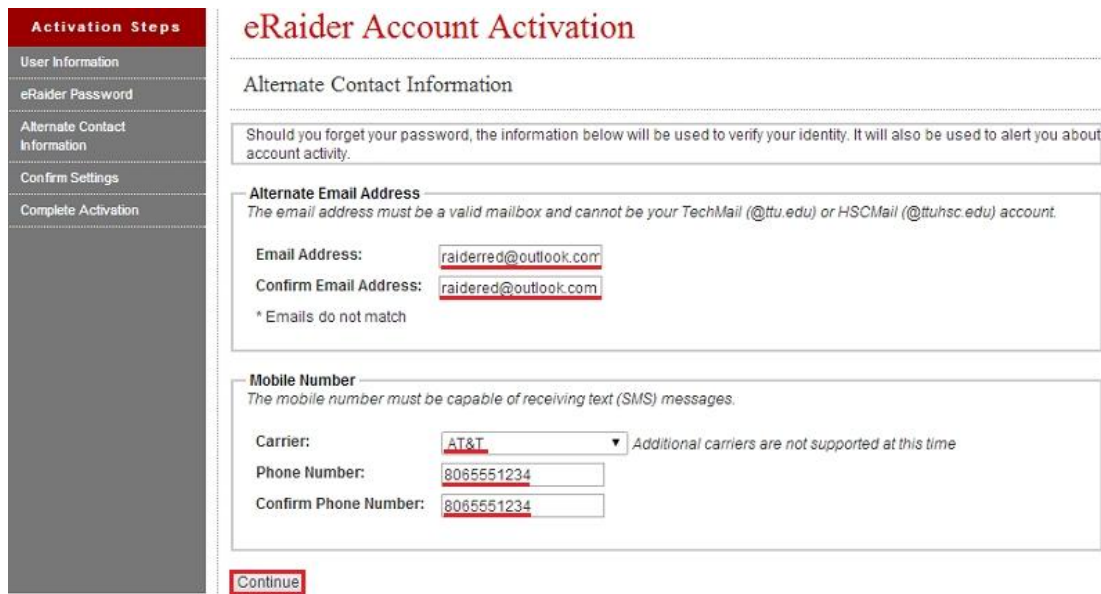
3) Type a password of your choice which conforms to the requirements. Then, click **Continue**.

 **NOTE:** You will not be presented with the password again, so type a password that you can remember.

<b>Activation Steps</b>	<h2>eRaider Account Activation</h2>
User Information	<h3>eRaider Password</h3>
eRaider Password	<p><b>Requirements</b></p> <ul style="list-style-type: none"> <li>▪ Must be 8 - 15 alphanumeric characters</li> <li>▪ Must contain upper &amp; lower case characters</li> <li>▪ Must contain a number</li> <li>▪ Must NOT contain a number as the first or last character</li> <li>▪ Must NOT contain any word found in a dictionary</li> <li>▪ May contain special characters</li> </ul>
Email Services	<p>Enter password: <input type="password" value="*****"/></p> <p>Confirm password: <input type="password" value="*****"/></p> <p style="text-align: center;"><input type="button" value="Continue"/></p>
Voice Services	
Confirm Settings	
Complete Activation	

4) The eRaider activation screen will collection alternate contact information which will only be used to help you reset the password in the future or to alert you of account activity. Specify an alternate email address and a mobile phone number, and then click **Continue**.

 **NOTE:** You must specify at least one of the alternate contact methods in order to proceed. If you do not have a mobile phone number for one of the carriers specified in the drop-down list, then specify an alternate email address. If you do not have an alternate email address, you may create a new address using one of many free email services on the Internet.



**Activation Steps**

- User Information
- eRaider Password
- Alternate Contact Information
- Confirm Settings
- Complete Activation

## eRaider Account Activation

### Alternate Contact Information

Should you forget your password, the information below will be used to verify your identity. It will also be used to alert you about account activity.

**Alternate Email Address**  
*The email address must be a valid mailbox and cannot be your TechMail (@ttu.edu) or HSCMail (@ttuhsc.edu) account.*

Email Address:

Confirm Email Address:

\* Emails do not match

**Mobile Number**  
*The mobile number must be capable of receiving text (SMS) messages.*

Carrier:  Additional carriers are not supported at this time

Phone Number:

Confirm Phone Number:

5) Select your email alias. You may select one of the default addresses presented or type a custom address. The portion of your alias after the dot comes from your last name in Texas Tech's authoritative records and cannot be changed except by changing the authoritative records.

Click **Continue** after selecting an email alias.

**Activation Steps**

User Information

eRaider Password

Email Services

Voice Services

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Complete Activation

## eRaider Account Activation

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### E-mail Services

- For users who have e-mail services at both TTU and HSC:
  - Your e-mail address (first last) will remain the same across both institutions. Changing for one service will affect the e-mail account at the other institution.
  - Creating a second e-mail service will allow the user to choose a primary e-mail address between the two institutions. (@ttu.edu or @ttuhsc.edu).
- The custom e-mail address field allows alphabetic (a-z), numeric(0-9) periods (.) and hyphen(-).
- Changing your e-mail address may affect your ability to continue posting to listserv lists may be affected. You should unsubscribe before continuing and re-subscribe after your new address is established.
- If you have concerns about making this change contact IT Help at your institution:
  - Texas Tech University: [IT Help Central](#)
  - Health Sciences Center: [TTU HSC Help Desk](#)

	Address	Display Name
<input checked="" type="radio"/>	testuser	User, Test
<input type="radio"/>	test.m.user	User, Test M
<input type="radio"/>	middle.user	User, Middle
<input type="radio"/>	<input type="text" value=""/> .user	User,

[Continue](#)

6) If your account has access to both TTU and TTUHSC email, you will be prompted to select a primary address. After selecting your primary address, click **Continue**.

**Activation Steps**

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## eRaider Account Activation

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### E-mail Services

You have more than one e-mail service. Please indicate which e-mail address you want listed as your primary e-mail address.

	Address	Institution
<input checked="" type="radio"/>	nickname.user@ttu.edu	TechMail - TTU Mailbox
<input type="radio"/>	nickname.user@ttuhsc.edu	HSCMail - HSC Mailbox

[Continue](#)

7) If you have access to enterprise voice services, you must set a PIN for conferencing and voice mail. Type a PIN which meets the stated criteria. Then, click **Continue**.

**NOTE:** If an error appears in which there is a hyphen (-) or asterisk (\*) and you are not able to click **Continue**, as a work-around make sure that the all information in the "Mobile", "Assistant Number", "Home", "Fax", and "Notes" fields is cleared out. If desired, this information can be re-entered in the eRaider Account Manager once the account is successfully activated.

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## eRaider Account Activation

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### Voice Services

Enterprise Voice Service provides telephone, e-mail, chat and online meetings into a single, integrated experience. Please set a PIN for use in accessing voicemail and online conferences. You may enter any other numbers you want made available with your online contact information. If you have questions about how to use this service, please visit <http://unifiedcommunications.ttu.edu> once your account is activated.

**Phone Numbers**

Work: (806) 834-0707	Department/Reception: (806) 742-1111
Mobile: <input type="text"/>	Assistant Number: <input type="text"/>
Home: <input type="text"/>	Fax: <input type="text"/>

**Voice mail and Conferencing PIN**

- Must be at least 6 digits in length
- Cannot contain repeating digits (222555)
- Cannot contain 4 or more consecutive numbers (991234)

Enter new PIN:

Confirm PIN:

Notes:

8) Review and approve your information for submission. Click **Activate Account**.

**Activation Steps**

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## eRaider Account Activation

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### Confirm Settings

Please review the following information and click the Activate Account button to complete your account activation. If this information is not correct, press the Cancel button to begin your activation process once more.

**NOTE: Your account has not been activated yet. Activation occurs once you press the Activate Account button.**

Name:	Test User
Username:	tuser
TechMail:	nickname.user@ttu.edu (Primary)
HSCMail:	nickname.user@ttuhsc.edu
Phone Number:	(806) 834-0707

## OUTCOME

Activation is now complete. Wait up to 30 minutes for your account to be created. After waiting 30 minutes you should now be able to sign in and access eRaider-authenticated services.

<b>Activation Steps</b>
User Information
eRaider Password
Email Services
Voice Services
Confirm Settings
Complete Activation

# eRaider Account Activation

## Activation Complete!

Congratulations! Your eRaider account has now been activated.

Please allow up to 30 minutes for these changes to take effect. You may print this page for your records

**NOTE: This page will automatically close after 2 minutes.**

Name:	Test User
Username:	tuser
TechMail:	nickname.user@ttu.edu (Primary)
HSCMail:	nickname.user@ttuhsc.edu
Phone Number:	(806) 834-0707

## Keywords:

how to activate eRaider account process step instruction 1st first initial get access new activation code credentials online eRAC username user name ID userID password pass word code key passkey passcode voice enterprise TTU Raider set up setup reset PIN