

Four easy steps for students to log into Home Access Center for the first time:

- Go to MasonComets.org and click the Home Access Center button on the home page.



- Enter User Name (this is their Network log in – the user name they use to sign onto a PC – usually last name first initial) and Password (this is Mason followed by their student ID EX: Mason999999)

A screenshot of a web browser's login form. The title is "Login" with a lock icon. Below the title, it says "Please enter your account information for Home Access Center." There are two input fields: "User Name:" and "Password:". Below the password field is a link that says "Forgot My Username or Password". To the right of the password field is a "Login" button.

- Create 3 Challenge questions and answers. Have your students create easy questions and answers that they will remember. Ex: What is your favorite color? What is your mother's maiden name?

A screenshot of a "Challenge Questions" form. The title is "Challenge Questions" and the instruction is "Compose 3 challenge questions and provide appropriate answers". Below this is a section titled "Questions" with three empty text input fields. At the bottom of the form are two buttons: "Continue to HomeAccess Center" and "Logoff". A large blue arrow points from the left towards the "Continue to HomeAccess Center" button.

- Click the Continue to Home Access Center button to access the site. Students can use the icons at the top of the page to browse Home Access Center. Be sure to have them log off (upper right) when exiting.

