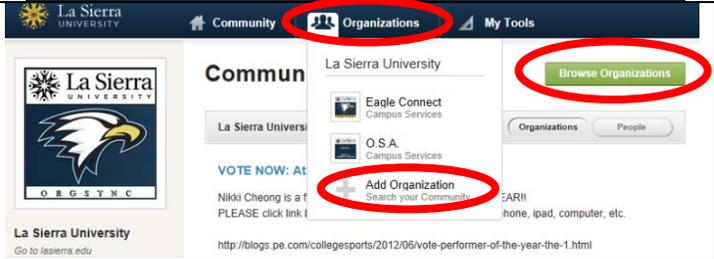


OrgSync Registration

OrgSync helps students...

- **Keep up with important university news.** Get the latest rundown on events and programs throughout campus.
- **Discover exciting clubs and organizations.** Join scholastic, social, and service groups that match your interests.
- **Track your educational and professional development.** Prepare for your future by building a portfolio of your college accomplishments. Use your portfolio to build résumés and network with academic and professional contacts.

OrgSync registration is as follows:

1	<p>Use your Digital User Name and Password to log into the La Sierra MyCampus portal at https://mycampus.lasierra.edu.</p>	
2	<p>On your MyCampus main menu, click on the OrgSync symbol located in the Quick Launch menu.</p> <p>An OrgSync page with the La Sierra University name should open. If it does not, search for and select La Sierra University then proceed to Step 3.</p>	
3	<p>In the Email field, enter your La Sierra University email address in its entirety (example: abcd123@lasierra.edu).</p> <p>In the Password field, enter your La Sierra University email password in its entirety.</p> <p>NOTE: Ensuring that your OrgSync email and password match your La Sierra University email address and password enables your MyCampus login to simultaneously log you into OrgSync.</p>	
4	<p>From your Community homepage search for campus organizations, including clubs, by selecting Organization from the top toolbar and clicking on + Add Organization.</p> <p>You may also click on the green Browse Organizations button.</p>	
5	<p>To access features such as</p> <ul style="list-style-type: none"> ▪ Calendar ▪ ePortfolio ▪ Involvement ▪ Jobs ▪ Requests ▪ and To-do Lists <p>select My Tools and click on the applicable link.</p>	