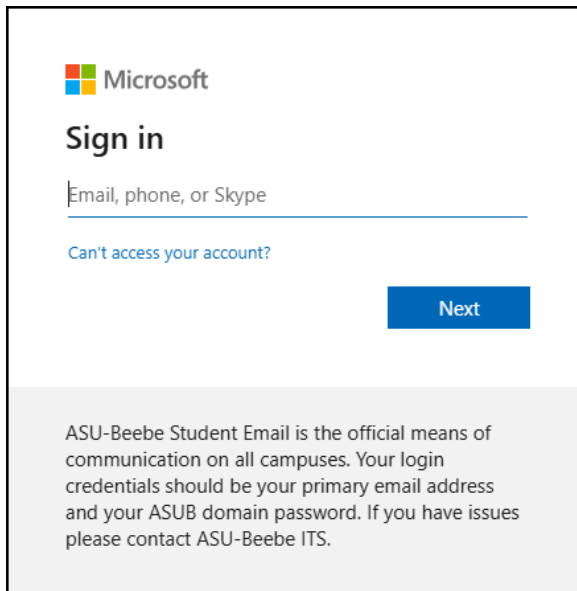


How to set up your ASUB.edu account for the first time.



Scan this QR Code
for a video tutorial.

To begin set up, navigate to my.asub.edu and click log in.



Microsoft

Sign in

Email, phone, or Skype

[Can't access your account?](#)

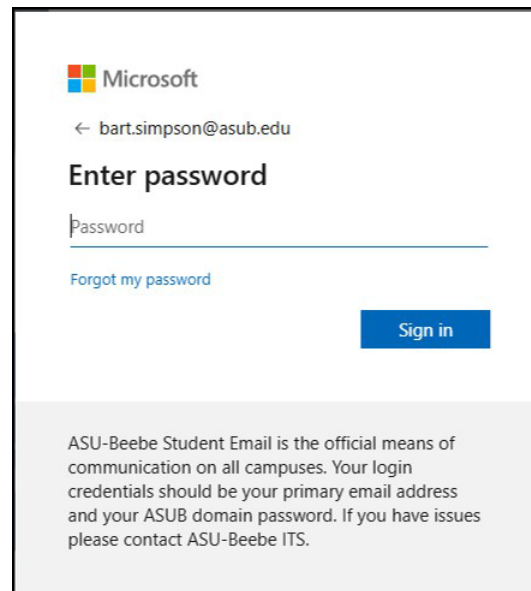
Next

ASU-Beebe Student Email is the official means of communication on all campuses. Your login credentials should be your primary email address and your ASUB domain password. If you have issues please contact ASU-Beebe ITS.

STEP ONE: The default student email is formatted in the following way:

First name, period, last name,
followed by @asub.edu.

john.doe@asub.edu.



Microsoft

← bart.simpson@asub.edu

Enter password

Password

[Forgot my password](#)

Sign in

ASU-Beebe Student Email is the official means of communication on all campuses. Your login credentials should be your primary email address and your ASUB domain password. If you have issues please contact ASU-Beebe ITS.

STEP TWO: The default password is formatted in the following way:

ASUB_First name initial (UPPER CASE), last name initial (lower case), 8 digit birthdate, exclamation point.

ASUB_Jd07041999!



Microsoft

bart.simpson@asub.edu

Let's keep your account secure

We'll help you set up another way to verify it's you.

[Use a different account](#)

[Learn more about verifying your identity](#)

Next

STEP THREE: Click next to set up alternate verification such as other phone number and other email.



Microsoft

bart.simpson@asub.edu

Install Microsoft Authenticator



Install the app on your mobile device, then come back here to continue.

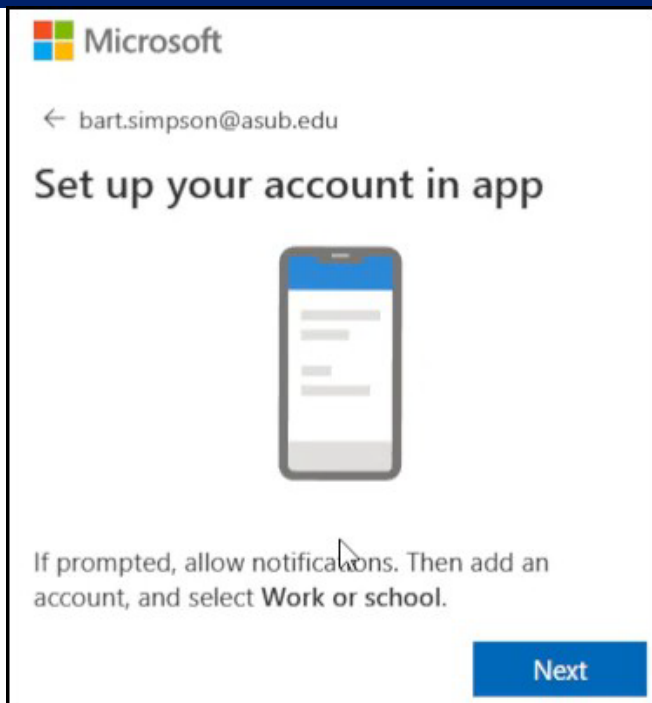
GET IT ON Google Play

Download on the App Store

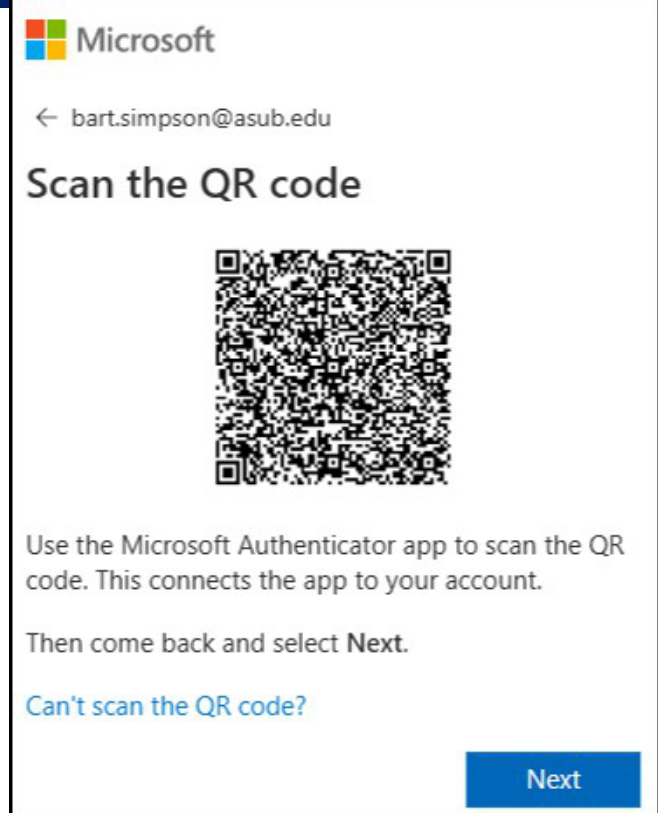
Next

STEP FOUR: On this next pop up, install the app on your mobile device, then click next.

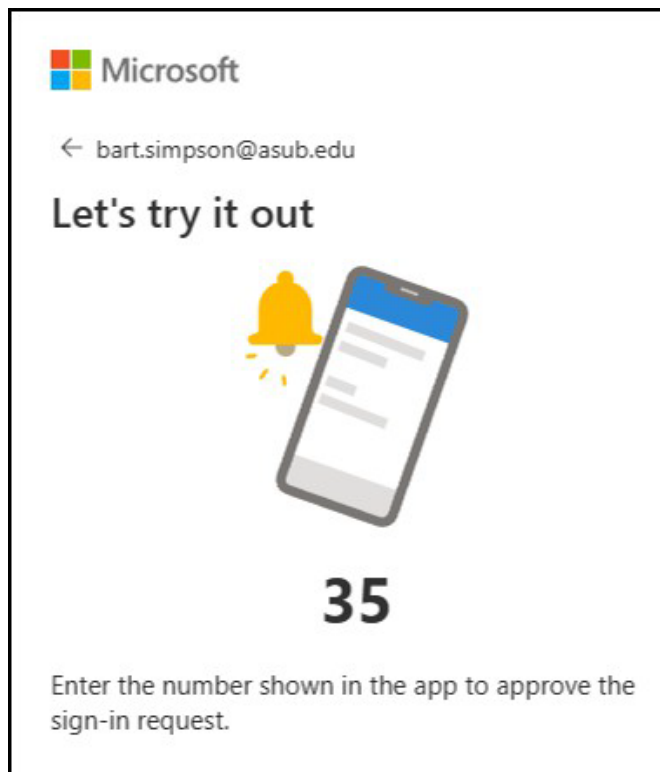
How to set up your ASUB.edu account for the first time.



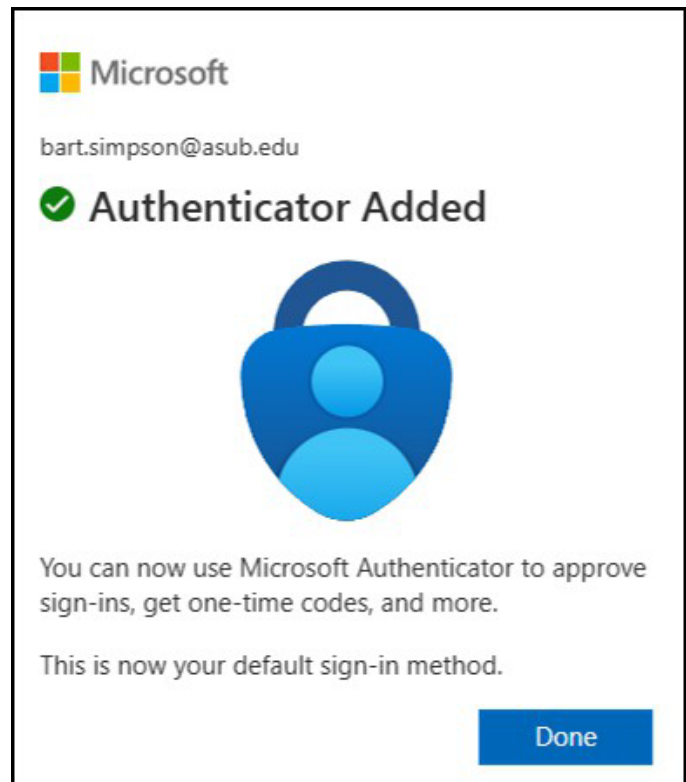
STEP FIVE: Set up your account. If prompted, allow notifications and then click next.



STEP SIX: Scan the QR code that pops up. Once your account shows up on the list, click next.



STEP SEVEN: Test the set up by entering the number shown in the app to approve the sign-in request.



STEP EIGHT: Click done. You should be back at the my.asub.edu page and can sign in.

How to set up your ASUB.edu account for the first time.

No mobile phone?

You can also use a tablet or ask for a fob by emailing helpdesk@asub.edu.

No longer have the mobile phone you signed up with?

Please email helpdesk@asub.edu or call us at 501.882.8999.

Helpdesk hours: Monday - Friday, 8:00 a.m.- 5:00 p.m. Weekend hours 11:00 a.m. – 2:00 p.m.