GETTING LOGGED IN

**STEP 1: Login to Salesforce**
Visit [https://www.cu.edu/ecomm/login](https://www.cu.edu/ecomm/login)
Select your campus
Login with your campus Exchange credentials

DON’T CLOSE THIS TAB!

**STEP 2: Getting to Marketing Cloud**
Navigate to **Custom Links** (left column)
Click on **Login to Marketing Cloud**

**STEP 3: Enter temporary credentials**
Username: Your work email address (eg; kim.egan@cu.edu)
Password: **B3ns0nrul3s!** (like Bensonrules!)

DON’T CLOSE THIS TAB!

**STEP 4: Check your email**
You will receive an email with an activation code
Copy the code and paste it into field from STEP 3 above

**STEP 5: Password reset and security questions**
Create a new password
MUST be: 8 characters with 1 alpha, 1 numeric & 1 special character

**STEP 6: Login to Marketing Cloud**
Go back to Salesforce (STEP 1)
Navigate to **Custom Links** (left column)
Click on **Authorize Marketing Cloud**
Enter your username and NEW password (from step 5)

*You will have to do this process once. Next time you login, do steps 1 and 2 only.*

BOOKMARK  [https://www.cu.edu/ecomm/login](https://www.cu.edu/ecomm/login)