Accessing the CIM Orientation Portal Group

This guide will help you to access the CIM Orientation Portal Group.
For questions about using the Portal, please contact:

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How to Login to the Student Portal

The portal is a password protected portion of the seminary website. You can access a wide array of seminary information, online library resources, and class materials. For each course you are enrolled in there is a portal group. To get to those groups, you need to first log in to the portal. In order to do that you will first click on this link labeled “Portal Login” on the top of the main seminary website.

Next, you will be asked to enter your username and password. Your user name will be the portion of your seminary email address before the “@” symbol.

So the user name for John.Doe@austinseminary.edu, would be John.Doe. Your default password the first time you login is: apts. Please change your password the first time you login. Instructions are below.
You will first be directed to the dashboard of the student portal. There is a lot of information contained on this page. Along the top, you will see tabs for various departments and groups on campus, including the library online resources tab and access to your email.

Your classes are on the left, as well as the link to update your password. There are several “How To...” guides in the center. And then on the right, you have the quick links to a number of resources. On the bottom you can click on the links on the blue bar.

If you click on your name you can access your account information, and use the logoff link at the bottom when you exit the portal.
How to Change Your Password

You will want to change your password the first time that you login to the portal. To do that, click on the “Update your password” link in the box labeled “My Account” on the portal dashboard (see last diagram). After you click on that link, a new window will open that asks you to enter a new password and confirm it. Once you have done that, then click on “Update.”

How to Access the CIM Orientation Group

To access the CIM Orientation, click on “CIM Orientation” in the My Classes box on your portal dashboard.

You are now in the CIM Orientation Group, please follow the directions on the home page. Welcome!