

# Seneca Account Setup

Learn@Seneca is a resource website for students, faculty and staff. You can access Learn@Seneca by visiting:

[my.senecacollege.ca](https://my.senecacollege.ca)

Login to  
Learn@Seneca

The screenshot shows the mySeneca website. At the top, there is a navigation bar with the mySeneca logo, a search bar, and links for Home, Browse, Spaces, and Login. Below this is a secondary navigation bar with icons and labels for Apps and Tools, COVID Updates, Email, GPA Calculator, Learn@Seneca, and Student Home. A yellow box labeled "Login to Learn@Seneca" points to the Learn@Seneca link. The main banner features a scenic image of a Seneca landscape with the text "Welcome to the new MySeneca" and "Instant access to learning resources, apps and information about student services". A yellow box labeled "Seneca Email" points to the Email icon in the secondary navigation bar. Below the banner, there are two main sections: "What's happening at Seneca" and "Seneca Announcements". The "What's happening at Seneca" section includes a "Seneca Spotlight" video player for "Seneca Buzz — Week of Jan. 10 to 14" and a list of "Upcoming events" with dates and titles. The "Seneca Announcements" section includes a list of announcements with dates and titles. A yellow box labeled "Seneca Events" points to the "Upcoming events" section, and another yellow box labeled "Seneca Announcements" points to the "Announcements" section.

**What's happening at Seneca**

Seneca Spotlight

Week of Jan. 10 to 14  
**SENECA BUZZ**  
EPI

03:20

Seneca Buzz — Week of Jan. 10 to 14  
Find out what's happening across Seneca in the latest edition of the Seneca Buzz, brought to you by **Student Life**.

**Upcoming events**

Date	Event	Format
JAN 13	Top 10 Questions for New International Students	MS Teams
JAN 17	Top 10 Questions for New International Students	MS Teams
JAN 18	LinkedIn Workshop	Virtual
JAN 18	Career Recharge: Interviewing – Monthly InStage Session	Online
JAN 19	Resume and Cover Letter Workshop	Virtual
JAN 20	InStage Live: Virtual Reality Demo for Practice Interviews and Presentations	Virtual

**Seneca Announcements**

**Announcements**

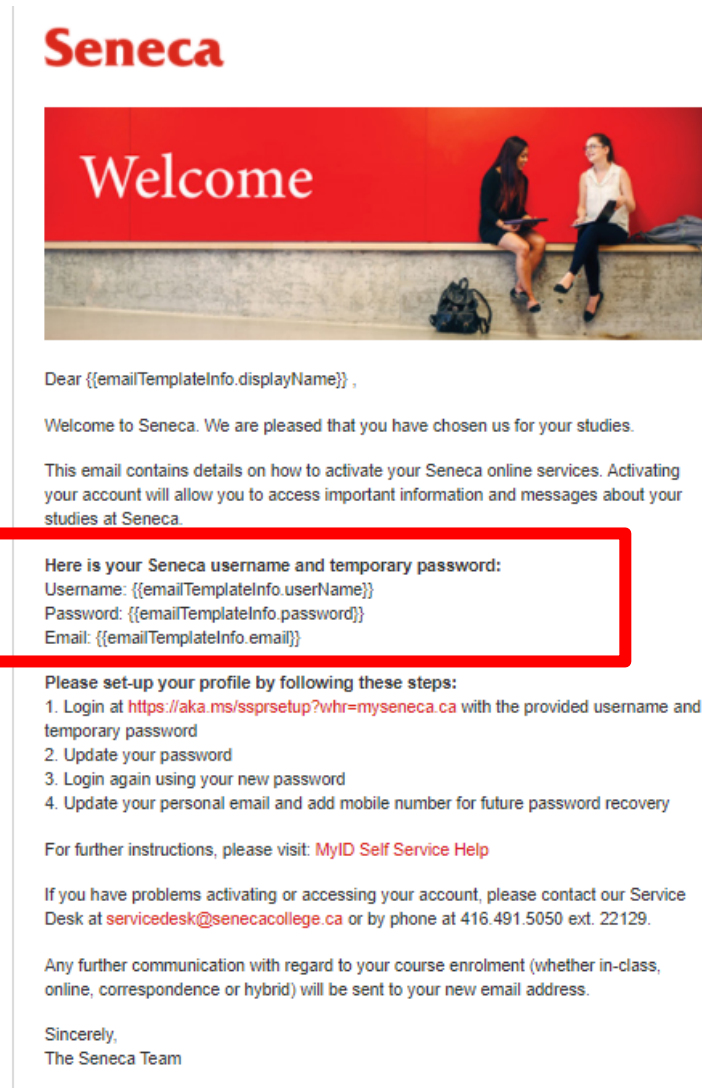
- One step closer to a more sustainable Seneca  
Seneca signs the Sustainable Development Goals Accord
- Season 4, Episode 4: Eunice Kays Yeboah  
Eunice Kays Yeboah is a graduate of Seneca's Liberal Arts...
- Additional vaccine appointments available at the Seneca Clinic  
Individuals 12 to 29 years old can book to receive a Pfizer...
- Protecting Student Information  
Seneca is committed to taking steps to ensure that there are...

Bookmark this site! You will use Learn@Seneca for the following important tasks:

- ✓ accessing course websites
- ✓ checking your Seneca email
- ✓ getting Seneca news and updates
- ✓ accessing Student Services
- ✓ connecting with different departments and offices

## Seneca Account Activation

As a new Dual Credit student at Seneca, you would have received a welcome email with your Seneca account credentials and temporary password. You will need these account credentials to activate your Seneca account.



Follow the instructions outlined to update your password on <https://aka.ms/ssprsetup?whr=myseneca.ca>

# Seneca



Dear {{emailTemplateInfo.displayName}},

Welcome to Seneca. We are pleased that you have chosen us for your studies.

This email contains details on how to activate your Seneca online services. Activating your account will allow you to access important information and messages about your studies at Seneca.

Here is your Seneca username and temporary password:

Username: {{emailTemplateInfo.userName}}

Password: {{emailTemplateInfo.password}}

Email: {{emailTemplateInfo.email}}

Please set-up your profile by following these steps:

1. Login at <https://aka.ms/ssprsetup?whr=myseneca.ca> with the provided username and temporary password
2. Update your password
3. Login again using your new password
4. Update your personal email and add mobile number for future password recovery

For further instructions, please visit: [MyID Self Service Help](#)

If you have problems activating or accessing your account, please contact our Service Desk at [servicedesk@senecacollege.ca](mailto:servicedesk@senecacollege.ca) or by phone at 416.491.5050 ext. 22129.

Any further communication with regard to your course enrolment (whether in-class, online, correspondence or hybrid) will be sent to your new email address.

Sincerely,  
The Seneca Team

## 1. Learn@Seneca Login for First-time Users

1. In your Welcome email, click the link under "Please set-up your profile by following these steps"
2. Sign in with your Seneca email address and password in the Welcome email.

# Seneca

Update Password

You must update your password because your password has expired.

- a. If you are logging in with a temporary password you will be prompted to change your password. Your password must meet the [minimum requirements](#) to proceed.

-Enter your temporary password in the "Old Password" field

-Enter your new password and confirm your new password

-Click Submit

# Seneca

## Update Password

You must update your password because your password has expired.

Submit

Cancel

- Upon updating your password successfully, you will be prompted to log in again with your new password.
3. Now you can update your phone number and personal email as password reset methods. If you forget your password, you can use one of the two methods to reset your password. It is best to set up 2 methods.

## 2. Login to Learn@Seneca

Once your password has been reset using the link provided, please return to [my.senecacollege.ca](https://my.senecacollege.ca) and click on Learn@Seneca.

mySeneca Search Home Browse Spaces Login

Apps and Tools COVID Updates Email GPA Calculator Learn@Seneca Student Home

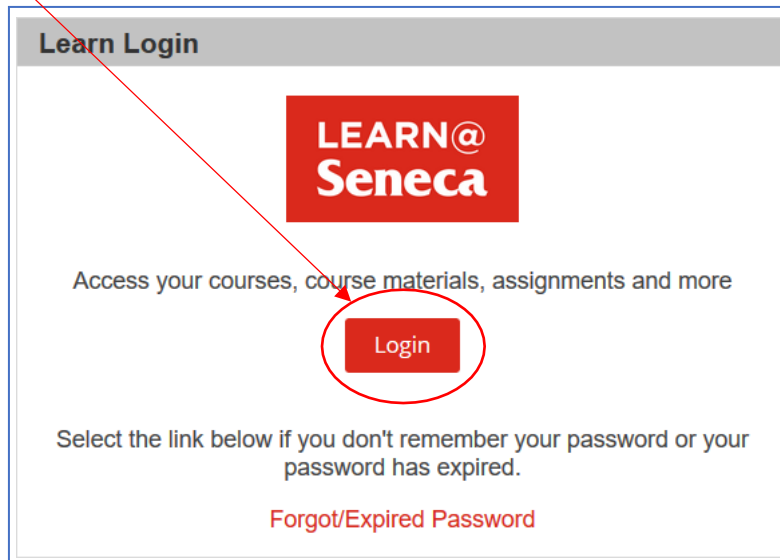
**Welcome to the new MySeneca**  
Instant access to learning resources, apps and information about student services

Akash Deep Muralidhar  
Program: Interactive Media Design

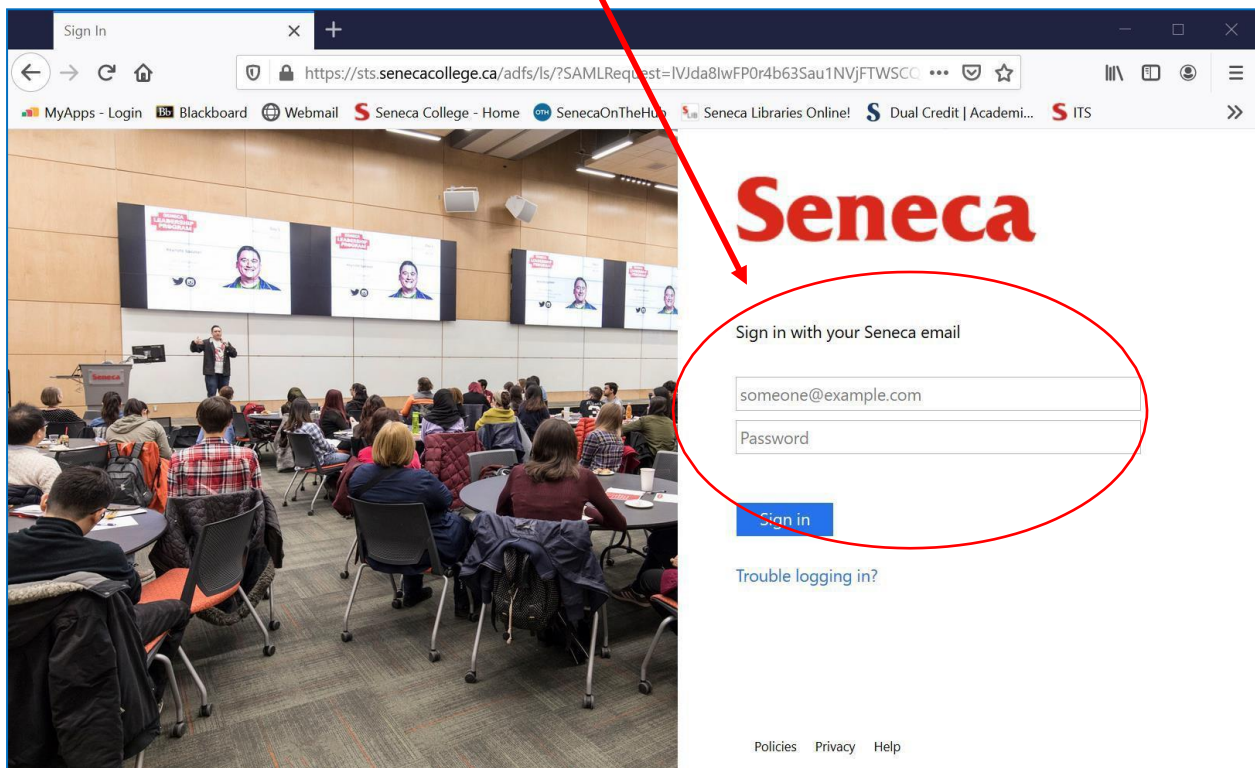
Click Learn@Seneca



- select "Login," then sign into Learn@Seneca with your username and new password



- you will be redirected to the new login page where you will need to type out your complete Seneca email address (i.e. [username@myseneca.ca](mailto:username@myseneca.ca)) and new password.



Once you have logged in to Learn@Seneca, please note the areas to check your Seneca email and access your course Blackboard pages.

The screenshot shows the 'Institution Page' of the Learn@Seneca system. The browser address bar displays 'https://learn.senecacollege.ca/ultra/institution-page'. The top navigation bar includes links for 'MyApps - Login', 'Blackboard', 'Webmail', 'Seneca College - Home', 'SenecaOnTheHub', 'Seneca Libraries Online!', 'Dual Credit | Academi...', and 'ITS'. The left sidebar contains a 'LEARN@Seneca' header and a list of navigation items: 'Institution Page', 'Activity Stream', 'Courses', 'Organizations', 'Calendar', 'Messages', 'Grades', and 'Tools'. A red circular 'Seneca' logo is overlaid on the main banner image. A yellow box labeled 'Link to Seneca Webmail' points to the 'Email' link in the 'Quick links' section. Another yellow box labeled 'Link to Courses' points to the 'Courses' link in the left sidebar. The 'Quick links' section includes 'My.Seneca Portal', 'Email', 'i3 Portal', 'Student Home', and 'Social Media Directory'. The main banner image shows a group of students in red Seneca shirts taking a selfie.

For additional technical assistance regarding Learn@Seneca and/or Seneca Technology tools please contact the Service Desk:

416.491.5050 ext. 22129  
[servicedesk@senecacollege.ca](mailto:servicedesk@senecacollege.ca)