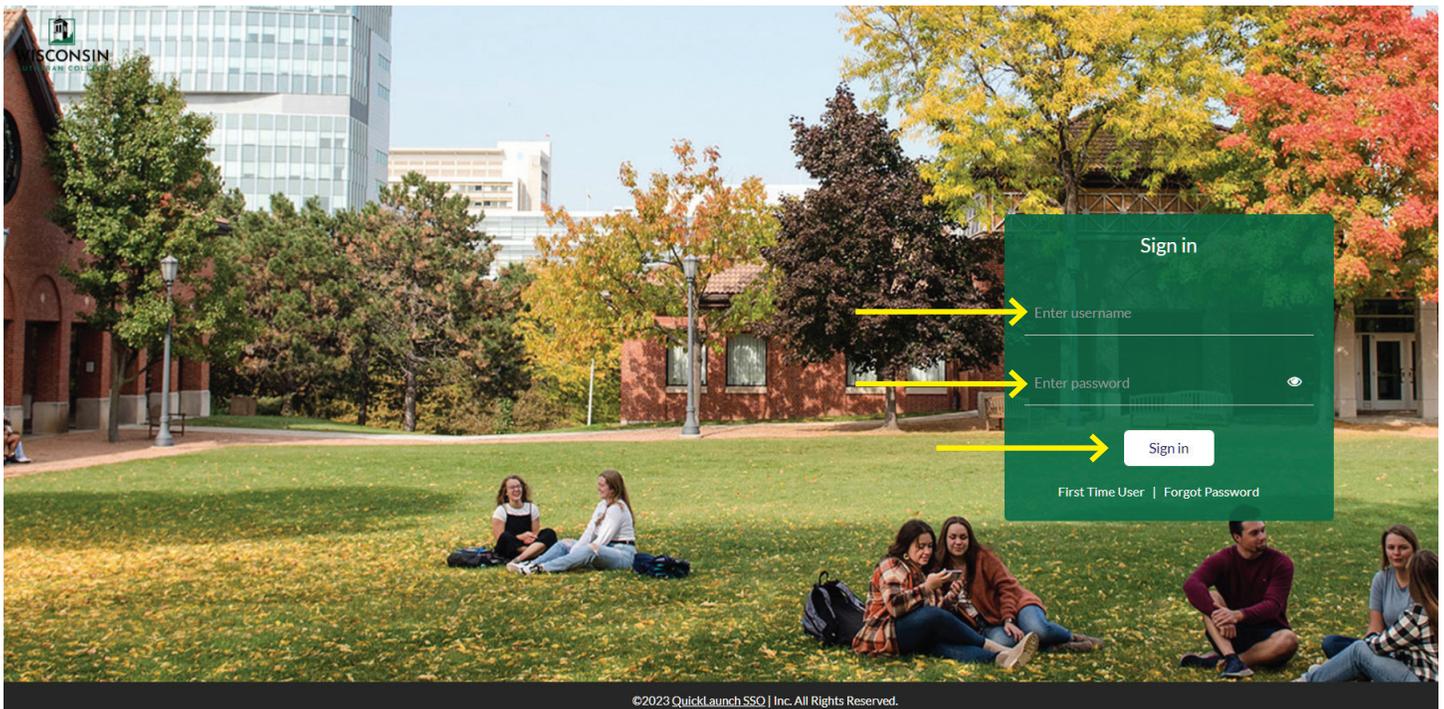
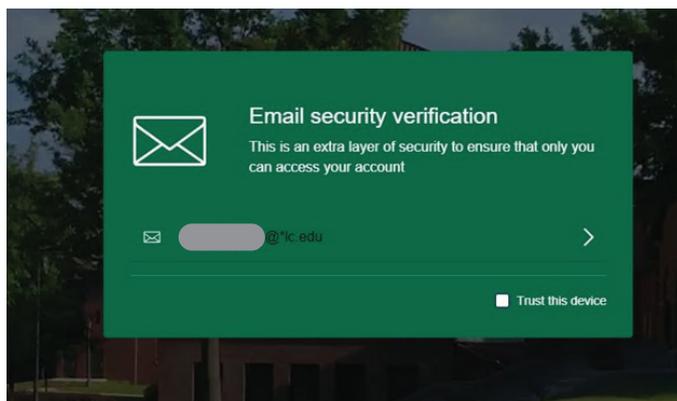


## SETTING UP YOUR QUICKLAUNCH SSO ACCOUNT AS A CURRENT WLC USER (FOR RETURNING STUDENTS AND CURRENT FACULTY AND STAFF)

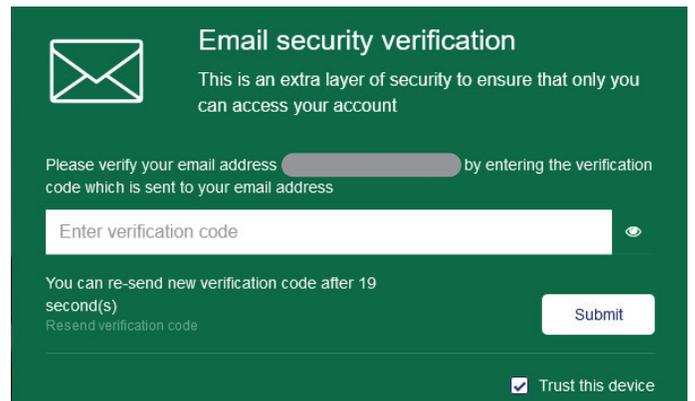
If you are a returning WLC student or a current faculty or staff member who has not logged into QuickLaunch SSO (single sign-on) for password management at WLC, go to <https://account.wlc.edu>. Enter the portion of your email address before the @ symbol (**firstname.lastname**) and your current email password, then click **Sign in**.



On the next screen, click the ► symbol, and a verification code will be sent to your email.



Check your WLC email for a verification code. Enter the **verification code**, then click **Submit**.



You'll then be taken to the Account Recovery Settings page where you will see three green tabs. The information you enter will enable you to recover your account in case you forget your password or your password expires.

- **Security Questions:** Pick your security questions and enter your answers, then click **Submit**. Please record your security questions/answers and keep them in a safe location so you can easily reset your password in the future.
- **Email Recovery:** Please enter a personal email address, then click **Validate**.
- **Phone Recovery:** Please enter a mobile phone number, then click **Verify**.

**Account Recovery Settings**

**Security Questions** allows you to provide personal answers that can be used to verify your identity in case you forget your password. The answers should be both easy to remember and difficult to guess.  
**Email Recovery** allows you to specify one email address where you may receive verification codes. Primary email address is your school email address, this address is provided by default. You must update personal email address in secondary email address and click Update to complete the email verification process.  
**Phone Recovery (optional)** allows you to specify one mobile phone number where you may receive verification codes via text.

**Security Questions\*** | **Email Recovery** | **Phone Recovery** | **YubiKey Recovery** | **Authenticator**

Set up your security questions and answers to recover your password.

Q What is your favorite color?	Q What is your favorite concert or show?
A ●●●●	A ●●●●●●●●
Q What was the color of your first car?	Q What is your favorite athletic event?
A ●●●●	A ●●●●●●●●

**Submit**

## CONGRATULATIONS ON CREATING YOUR QUICKLAUNCH SSO ACCOUNT!

Please use <https://account.wlc.edu> to access your WLC applications - just enter your user name (**firstname.lastname**) and password! If you've forgotten your password or it has expired, click the **Forgot Password** link on the sign-in screen, then enter your **firstname.lastname**. You'll be asked for your security question responses, then you'll be allowed to reset your password.

**If you have any issues setting up your account or logging in, please contact the Information Technology Office at 414.443.8911, or email [support@wlc.edu](mailto:support@wlc.edu).**

**WISCONSIN LUTHERAN COLLEGE**

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