

Know Your RioNET Account

- **RioNET:** Blackboard, campus computers, email, and Wi-Fi
- **Username:** s + student ID number (e.g. **s300123456**)
- **Email:** username + @students.rio.edu (e.g. **s300123456@students.rio.edu**)
- **Default Password:** RioNET + the last four digits of your SSN (Case Sensitive - e.g. **RioNET####**)

Step 1 – Register for Self-Service Password Resets

Before using your RioNET account, you need to register for the self-service password reset portal.

1. Browse to <https://www.rio.edu/myrio>
2. Click **Password Registration**
3. Type your full **RioNET email address** as your username (e.g. **s300123456@students.rio.edu**)
4. Type your **Default Password** and follow the onscreen instructions to complete registration

Step 2 – Change your RioNET Password

Once registered for self-service password resets, you can navigate to the Password Reset Portal and change your RioNET password at any time, even if you forget the old password.

1. Browse to <https://www.rio.edu/myrio>
2. Click **Password Reset**
3. Follow the onscreen instructions to change your password
 - a. This password will be the password for campus computers, Blackboard, Wi-Fi, and email

Step 3 – Sign into RioNET Email – Microsoft 365

RioNET email is hosted by Microsoft 365, and uses Single Sign-On (SSO) for authentication. You can sign into your student email from anywhere with an unrestricted Internet connection. The latest versions of all major web browsers are supported.

1. Browse to <https://www.rio.edu/myrio>
2. Click **RioNET Email – The RioNET authentication page is displayed**
3. Login using your student email address (e.g. **s300123456@students.rio.edu**)
 - a. Type your student email address as your username (e.g. s300123456@students.rio.edu)
 - b. Type your newly created password
4. Microsoft 365 should open, and the Welcome Page displayed

RioNET Information Sheets – Troubleshooting & Assistance Guides

Using technology does not always come easy. What is easy for some, may offer challenges or technical issues for another person. Please reference our Guides for more assistance: <https://www.rio.edu/myrio>