WesPortal Login and Email Access Information for New Hires

WesPortal

- You will use your WesPortal to access most tools and resources at Wesleyan including class lists, moodle, and grading.
- You can access your WesPortal directly by accessing [http://portal.wesleyan.edu](http://portal.wesleyan.edu) or by clicking on “Tools” and then WesPortal from Wesleyan’s main homepage as indicated below.
- Please click the "Forgot Your Password" link to set up your password the first time you log in.

Wi-Fi

- Your Wesleyan username and password are also used to connect to Wesleyan's secure Wifi (AirWes)

Email

- As soon your email address is generated, it will appear in the directory ([http://www.wesleyan.edu/directory/](http://www.wesleyan.edu/directory/)).
- You can access your email via your WesPortal ([http://portal.wesleyan.edu](http://portal.wesleyan.edu)) by clicking on the “Communications Tab” and then “Email” and then “Office 365”.
- You can change your Wesleyan password by accessing “My Information” in your WesPortal and clicking on “Change Password”.
- All of your official communication with students and Wesleyan will be through your Wesleyan email address.