



## MYLU OVERVIEW-DESKTOP APP

This document will provide a general overview of the myLU portal dashboard.

## NAVIGATION

1. To begin, navigate to [mylu.liberty.edu](http://mylu.liberty.edu) and log in with your **Liberty Email** and **Password**.

LIBERTY UNIVERSITY

**Sign in**

[Can't access your account?](#)

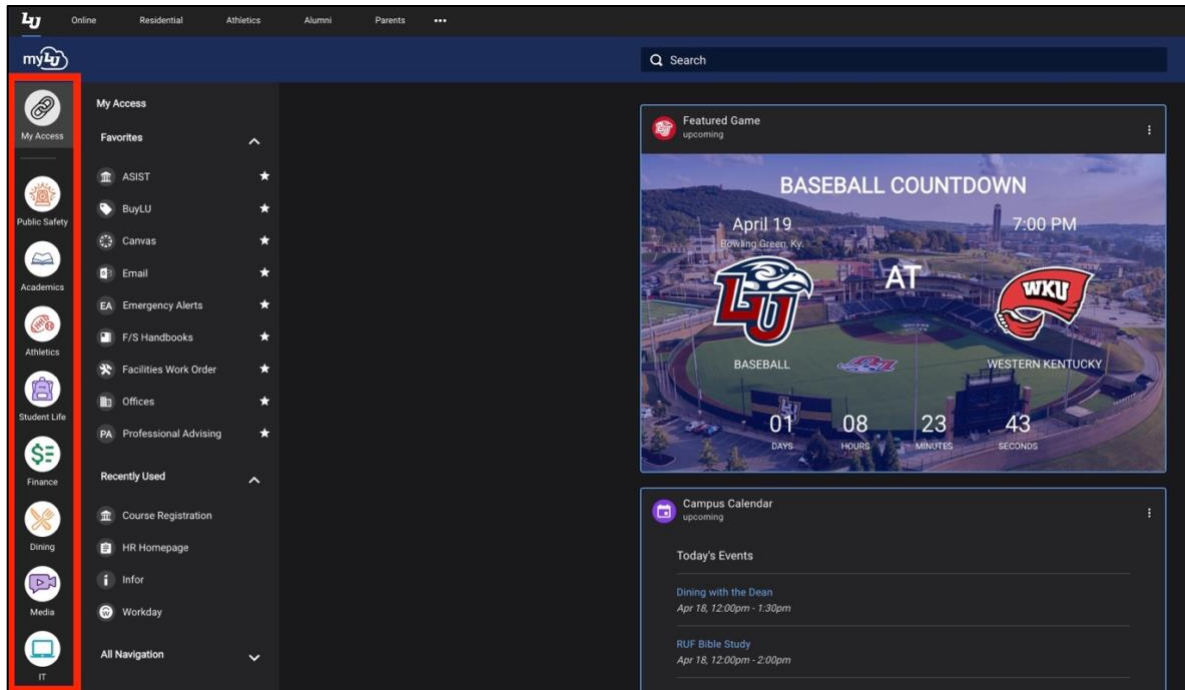
LIBERTY UNIVERSITY

← sparkyeagle@liberty.edu

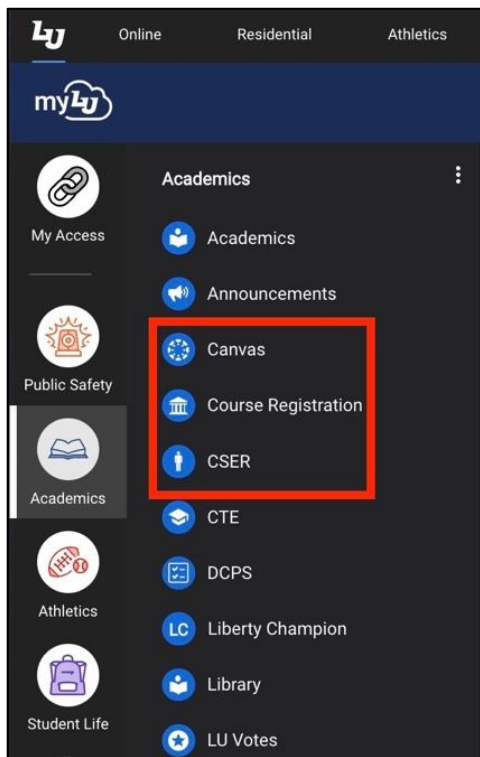
**Enter password**

[Forgot my password](#)

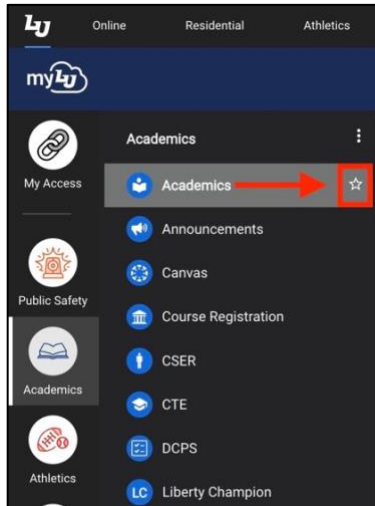
2. **Sets** are located on the left side of the page, which provide quick access to useful links and widgets on the myLU home page.



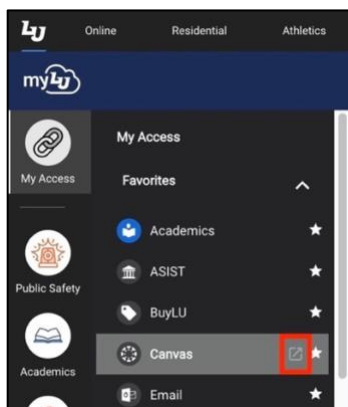
3. **Sets** include links to various products and services depending on the set. For example, the **Academic Set** includes links to **Canvas**, **Course Registration**, and **CSER**.



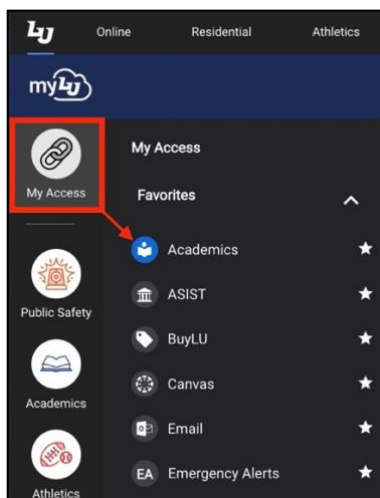
4. To add a specific set item to your **Favorites**, select the **star** icon.



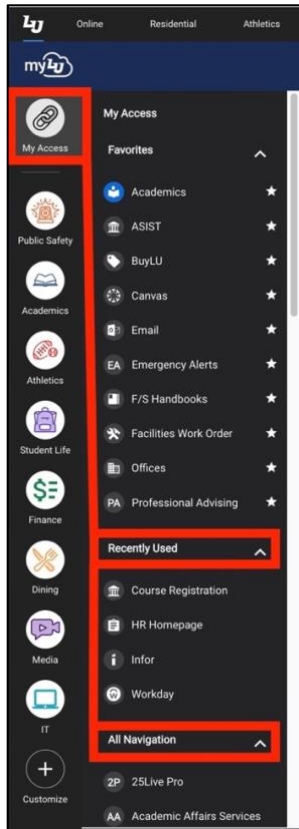
5. You may see the external link icon when hovering the mouse over a Set item. This icon indicates that clicking the link will open the page in a new browser tab. Set items that do not have the external link will open the widget within the myLU application.



6. **Favorited** items can be accessed from the **My Access Set**.

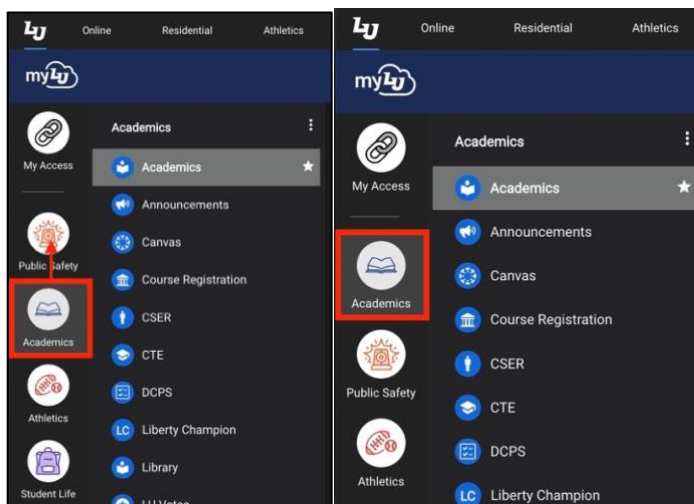


7. The **My Access Set** also includes access to **Recently Used** links as well as the **All Navigation** dropdown that provides access to myLU links that are not always defined within sets.



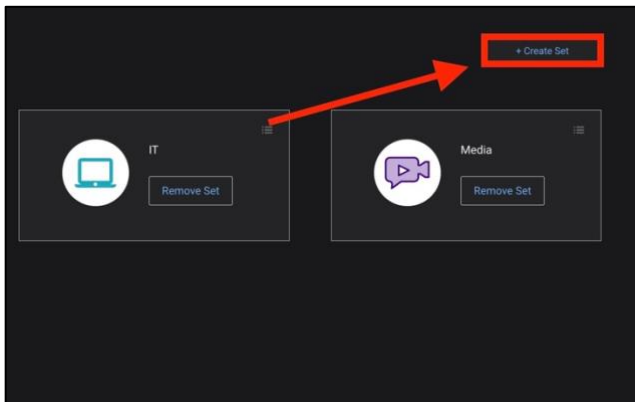
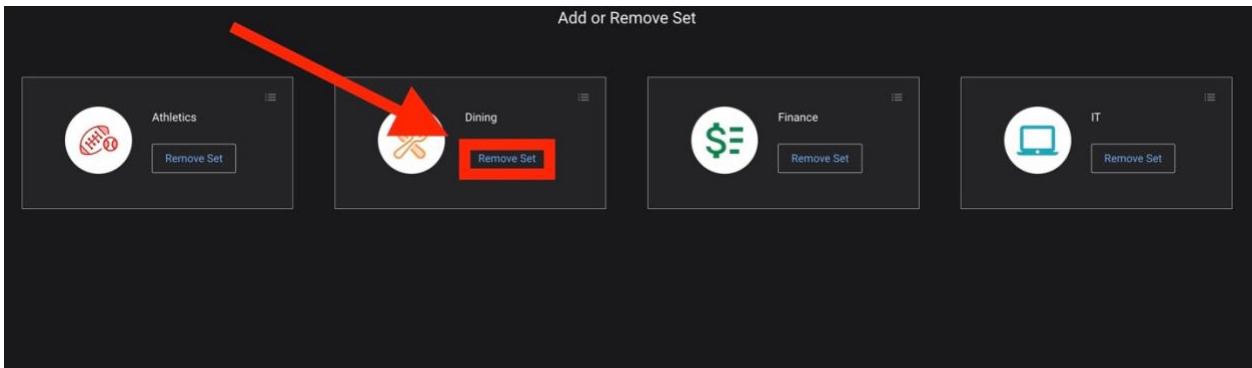
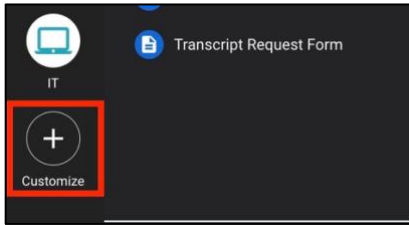
## CUSTOMIZABLE SETS

1. To customize Sets to fit your preferences, **click and drag** navigation sets to rearrange their positioning.



2. Click the **Customize** set button to remove sets from the list or to create your own custom set.

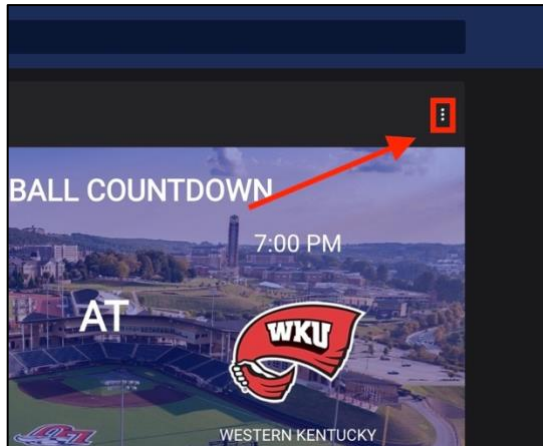
*Note: While the Public Safety set can be moved anywhere in the Sets list, it cannot be removed, nor can its items be edited.*



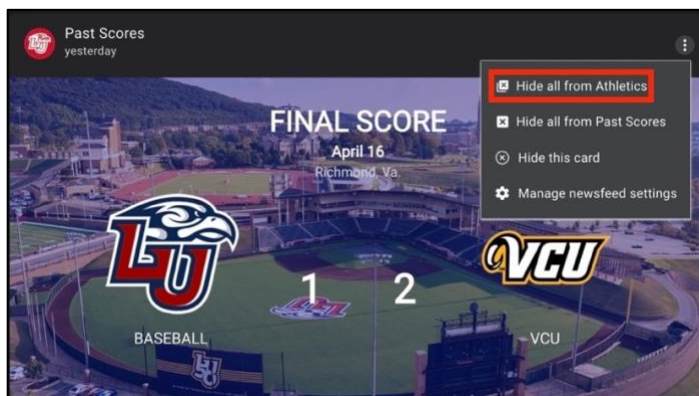
To learn more about Customizing Navigation Sets, view the [Customizing Navigation Sets document](#).

## NEWSFEED

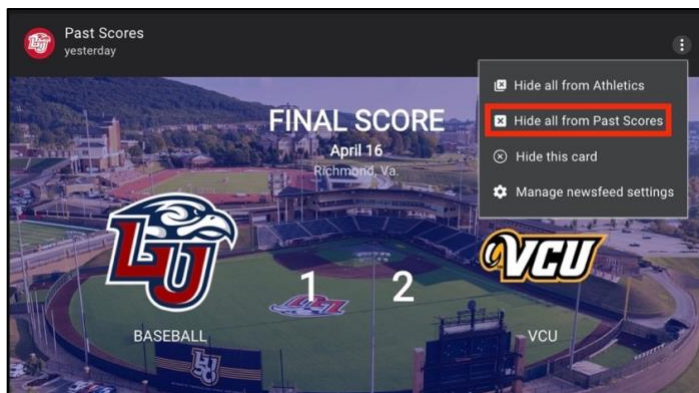
1. The Newsfeed displays university-wide announcements in one location. If you want to hide a topic from appearing in your newsfeed, click the **3 dots** on the top right of the card.



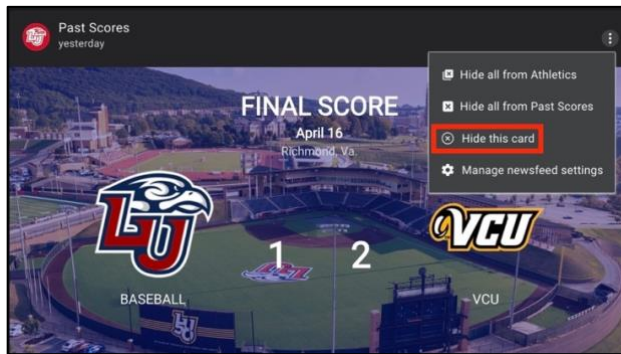
2. Select the **Hide all from Athletics** option to prevent all cards in this category from appearing in your newsfeed.



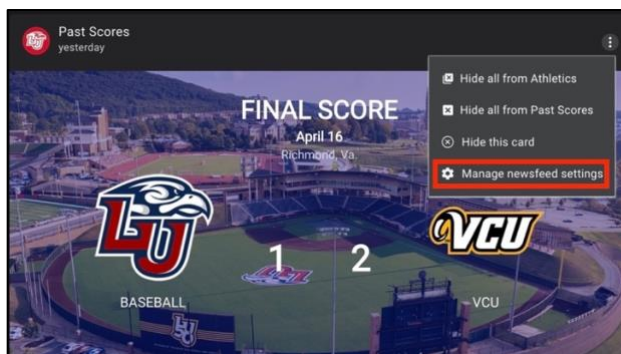
3. Select **Hide all from Past Scores** to prevent any **Past Score** specific cards from appearing in your feed.



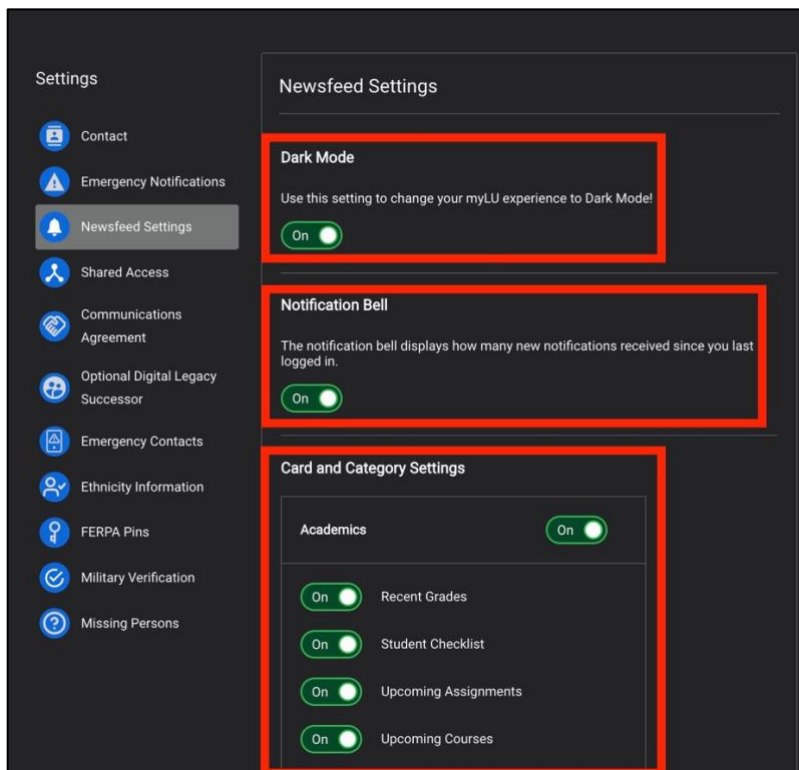
4. Select **Hide this card** to hide this single instance of the card.



5. Select **Manage newsfeed settings** to customize what appears on your newsfeed.

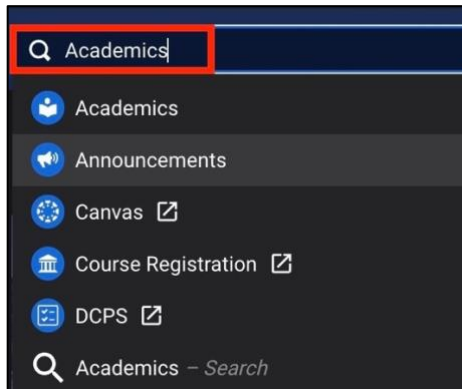


6. In the settings menu, you can set your myLU appearance to **Dark mode**, enable and disable the **Notification Bell**, and adjust the **Card and Category Settings**.

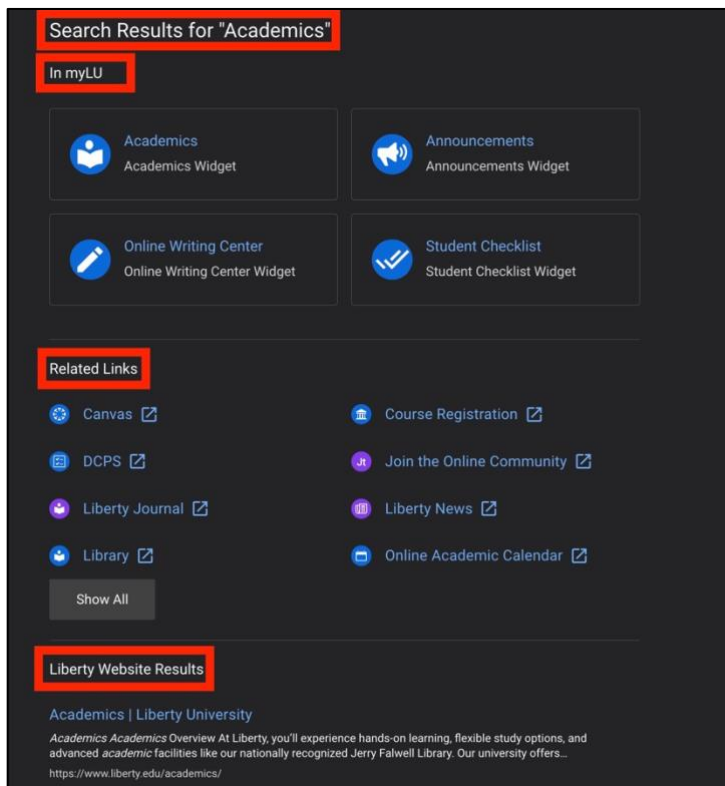


## SEARCH FEATURE

1. To find resources within myLU and across Liberty's website, enter your search terms into the search bar at the top of the page.

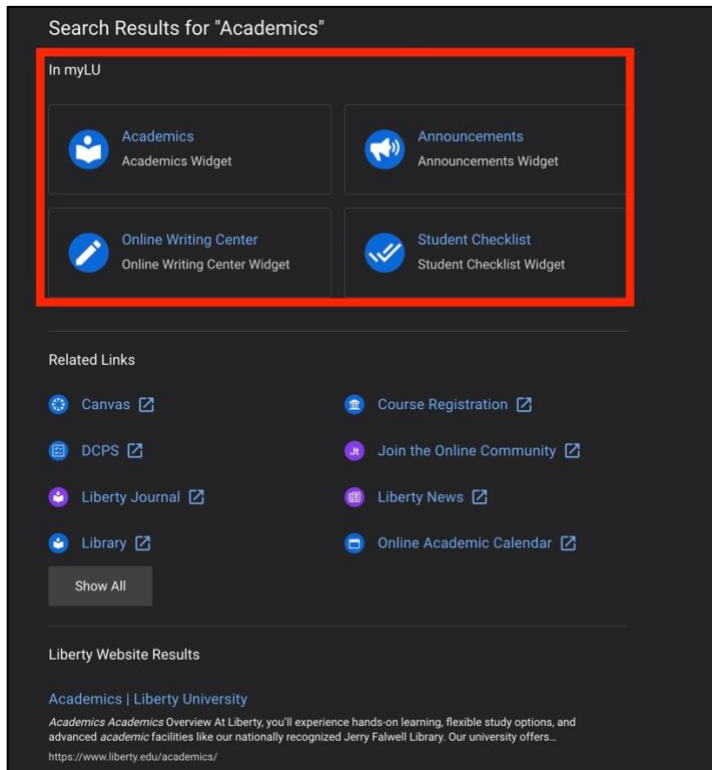


2. The search results will populate from widgets **In myLU**, **Related Links**, and **Liberty Website Results**.

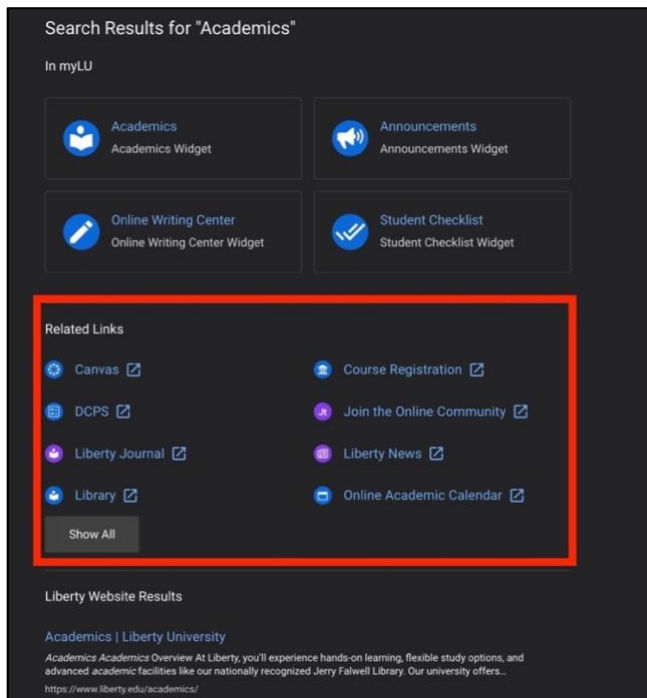




3. The **In myLU** widget search results allow you to quickly access that item while staying within myLU.



4. The **Related Links** search results provide easy access to set items that match your search criteria. Clicking on an external link opens the destination page in a new browser tab.



**Note: If multiple widgets or links are found for your search, click Show All to view all widget search results.**

Search Results for "Academics"

In myLU

- Academics  
Academics Widget
- Announcements  
Announcements Widget
- Online Writing Center  
Online Writing Center Widget
- Student Checklist  
Student Checklist Widget

Related Links

- Canvas
- DCPS
- Liberty Journal
- Library
- Course Registration
- Join the Online Community
- Liberty News
- Online Academic Calendar

**Show All**

Liberty Website Results

Academics | Liberty University  
Academics Academics Overview At Liberty, you'll experience hands-on learning, flexible study options, and advanced academic facilities like our nationally recognized Jerry Falwell Library. Our university offers...  
<https://www.liberty.edu/academics/>

5. The **Liberty Website Results** page will show any Liberty pages matching your search criteria.

Liberty Website Results

Academics | Liberty University  
Academics Academics Overview At Liberty, you'll experience hands-on learning, flexible study options, and advanced academic facilities like our nationally recognized Jerry Falwell Library. Our university offers...  
<https://www.liberty.edu/academics/>

academics - Standing for Freedom Center  
<https://www.standingforfreedom.com/tag/academics/>

Colleges and Schools | Academics | Liberty University  
techniques. You'll do ground-breaking research, but you'll also network and make connections. And you'll learn all of it from a biblical worldview. Our mission of Training Champions for Christ means that every...  
<https://www.liberty.edu/residential/academics/>

Doctoral Degrees | Academics | Liberty University  
<https://www.liberty.edu/academics/doctoral/>

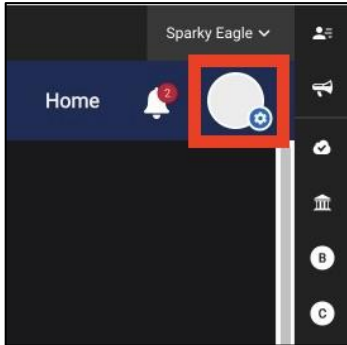
Postgraduate Degrees | Academics | Liberty University  
<https://www.liberty.edu/academics/postgraduate/>

Certificate Programs | Academics | Liberty University  
<https://www.liberty.edu/academics/certificates/>

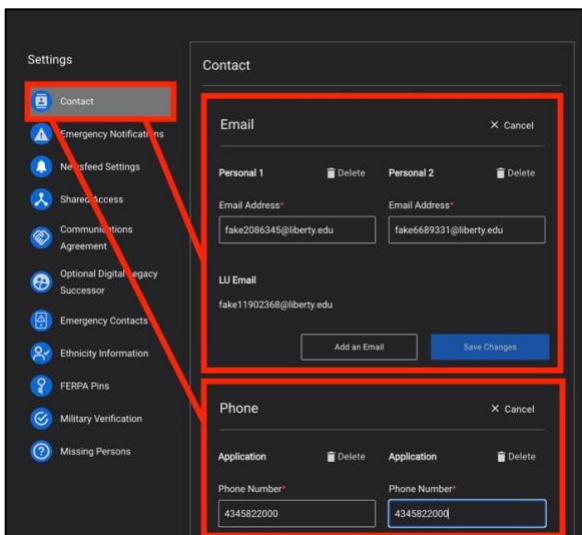
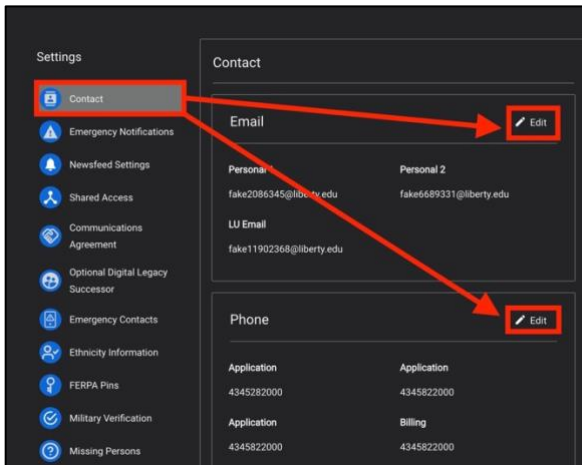
Minors Programs | Academics | Liberty University  
<https://www.liberty.edu/academics/minors/>

# PROFILE

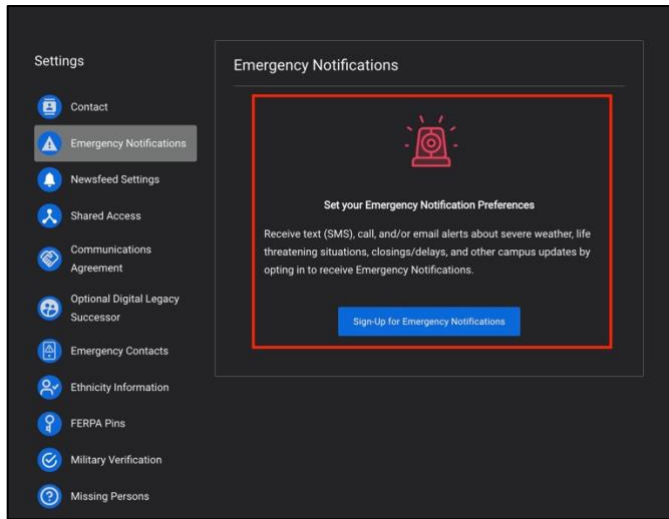
1. To access your myLU account settings and tailor your experience, click on your **Profile** picture on the top right of the screen. Explore these setting options to tailor your myLU experience to your needs.



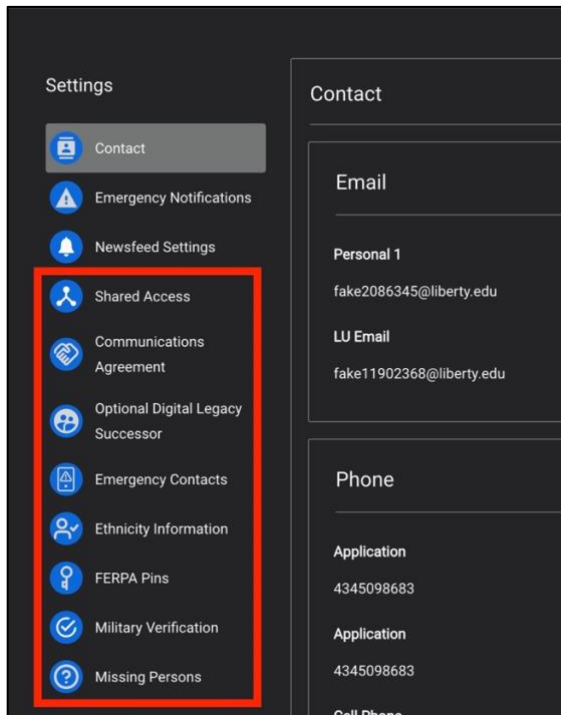
2. In the **Contact** settings button, click the **Edit** button next to **Email**, **Phone**, or **Address** to add new information or to edit existing settings.



3. The **Emergency Notifications** settings allow you to opt into alerts regarding severe weather, closings and delays, and other campus wide update.



4. Profile Settings include **Shared Access, Communications Agreement, Optional Digital Legacy Successor, Emergency Contacts, Ethnicity Information, FERPA Pins, Military Verification, and Missing Persons.**



## Need Assistance?

For more information about myLU, visit [Liberty.edu/myLU](https://liberty.edu/myLU).