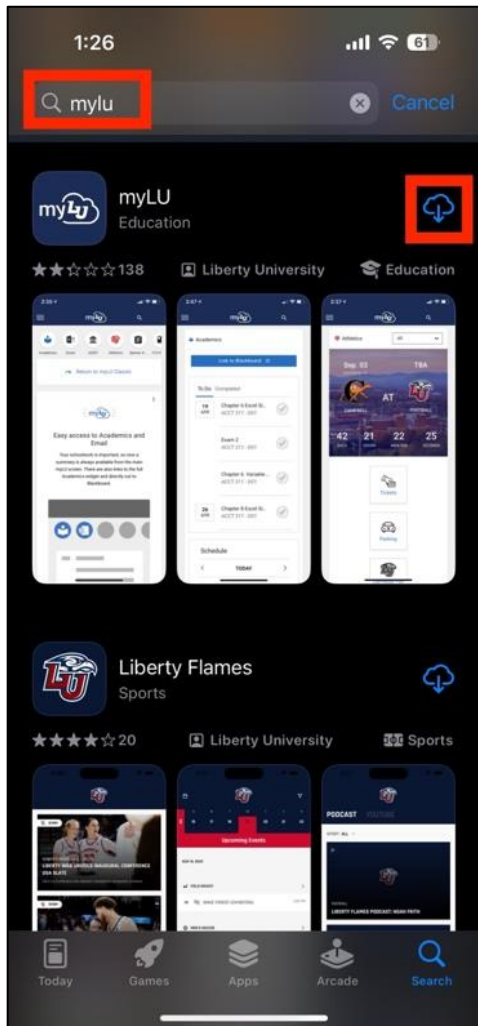


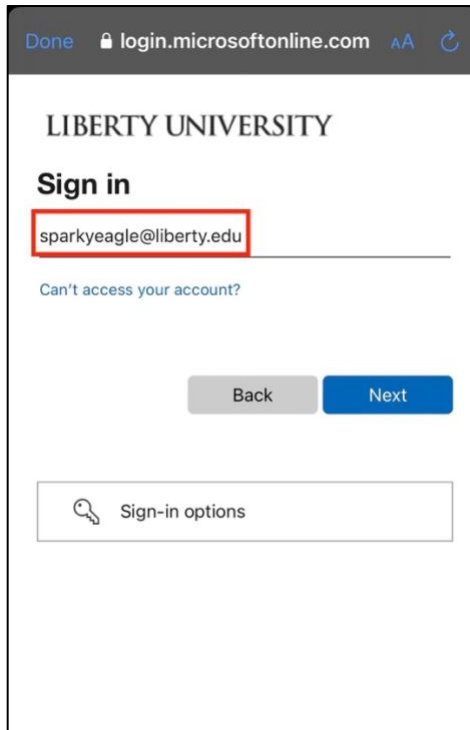


MYLU OVERVIEW-MOBILE APP

This document will provide an overview of the myLU dashboard in the myLU Mobile Application. To access the application, open your device's app store, search for myLU, and install the application.



When you open the app for the first time, it will ask you to sign in with your Liberty Email and Password. Enter your email address and click **Next**. Then enter your password and click **Sign in**.



Done login.microsoftonline.com AA ↻

LIBERTY UNIVERSITY

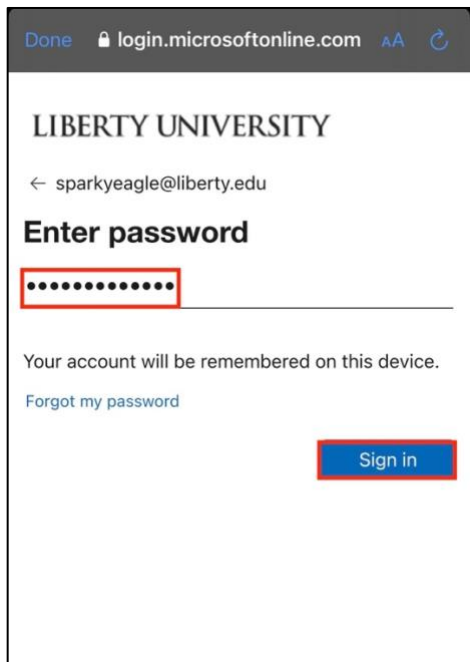
Sign in

sparkyeagle@liberty.edu

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

Back Next

Sign-in options



Done login.microsoftonline.com AA ↻

LIBERTY UNIVERSITY

← sparkyeagle@liberty.edu

Enter password

.....

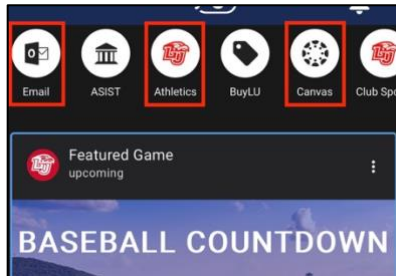
Your account will be remembered on this device.

[Forgot my password](#)

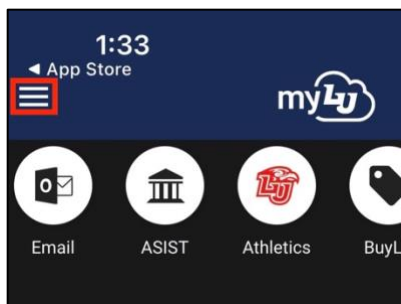
Sign in

NAVIGATION

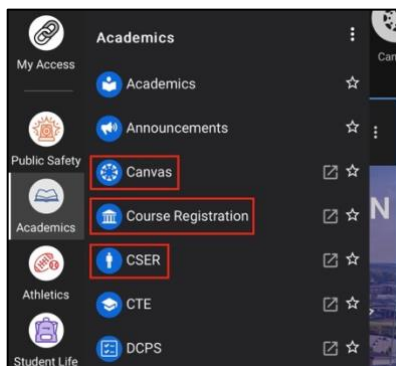
1. At the top of the page are quick-access links to commonly viewed items such as **Email**, **Athletics**, and **Canvas**.



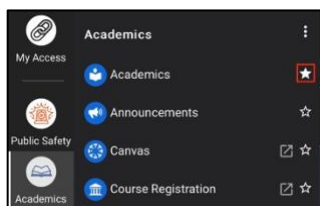
2. These items can also be accessed from various **Sets**, which can be accessed by tapping the menu button in the top left corner.



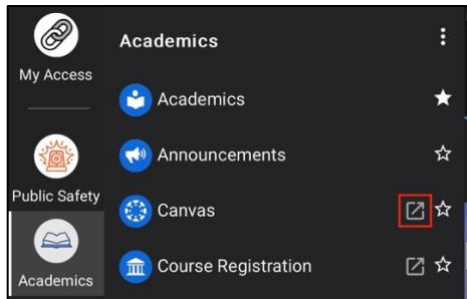
3. Sets include links to various products and services depending on the set. For instance, the **Academics Set** includes links to **Canvas**, **Course Registration**, and **CSER**.



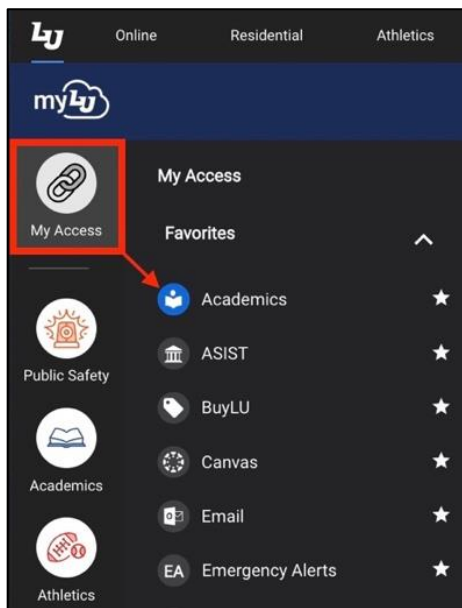
4. To add a specific set item to your **Favorites**, click the **star** icon next to it.



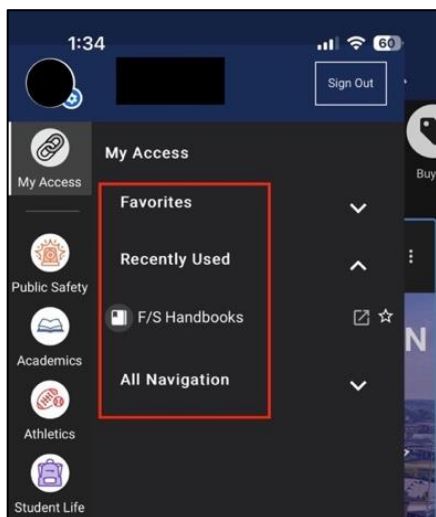
5. Set Items may have the external link icon. This icon indicates that selecting the link will take you out of the myLU app, while Set items without the external link will open within the app.



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

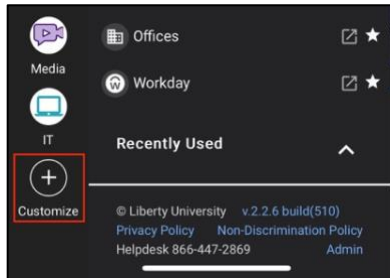


7. The **My Access Set** also includes access to **Recently Used** links and the **All Navigation** dropdown that provides access to myLU links that are not always defined within sets.



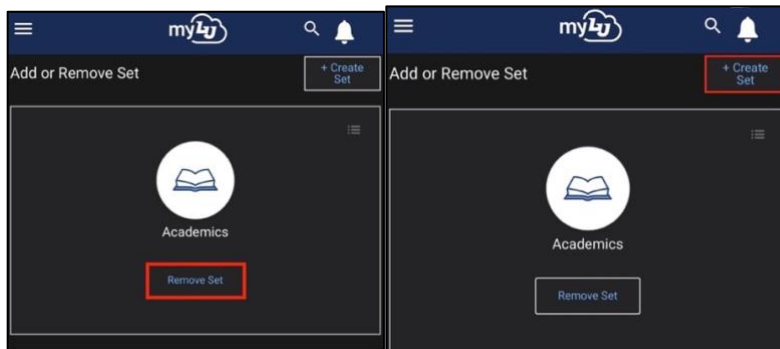
CUSTOMIZABLE SETS

1. To customize the Navigation Sets to fit your preferences, select the **Customize** icon in the bottom left of the screen.



2. To remove a set from your list or to create your own custom set, click on the **Create Set** button in the top right corner on the **Sets Menu**.

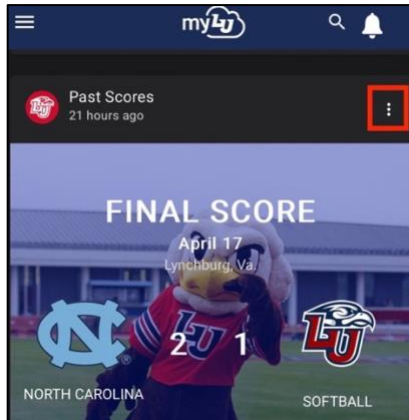
Note: The Public Safety set cannot be removed, nor can its items be edited.



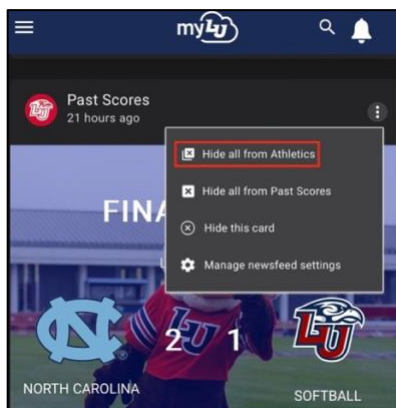
To learn more about Customizing Navigation Sets, view [Customizing Navigation Sets](#).

NEWSFEED

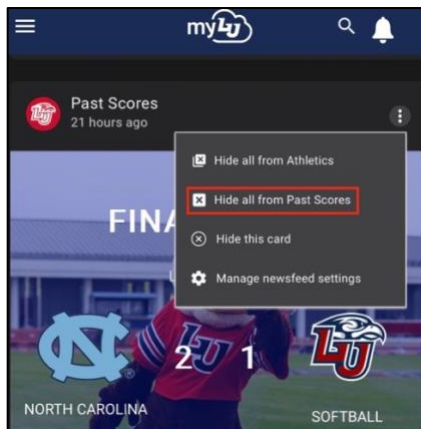
1. The Newsfeed displays university-wide announcements in one location. If you want to hide a topic from appearing in your newsfeed, click the **3 dots** on the top right of the card.



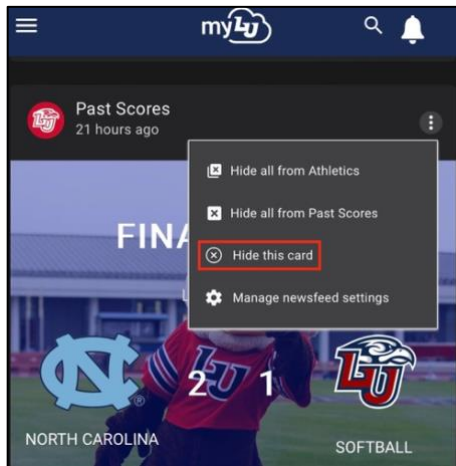
2. Select the **Hide all from Athletics** option to prevent all cards in this category from appearing in your newsfeed.



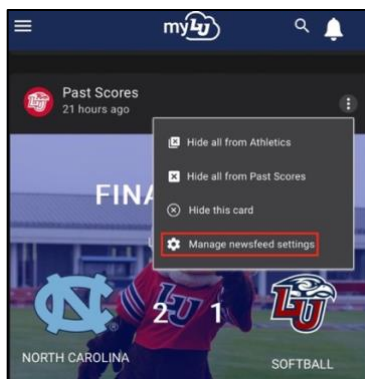
3. Select **Hide all from Past Scores** to prevent any **Past Score** specific cards from appearing in your feed.



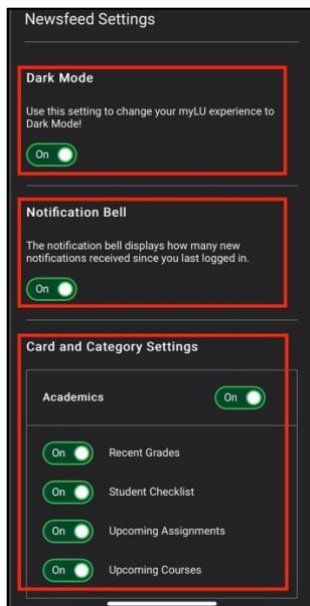
4. Select **Hide this card** to hide this single instance of the card.



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

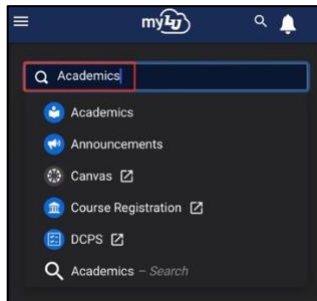


6. In the settings menu, you can Set your myLU appearance to **Dark mode**, Enable and disable the **Notification Bell**, and adjust the **Card and Category Settings**.

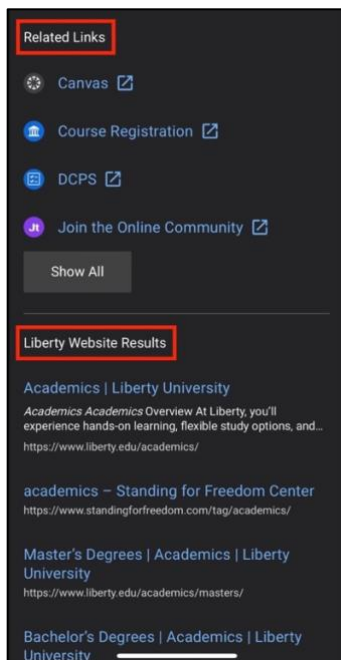
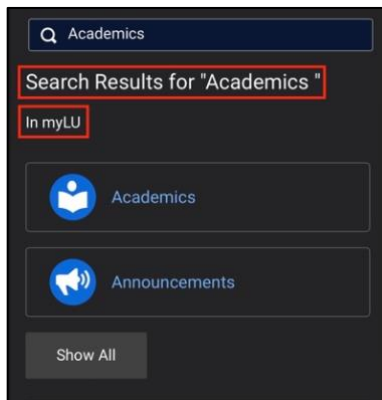


SEARCH FEATURE

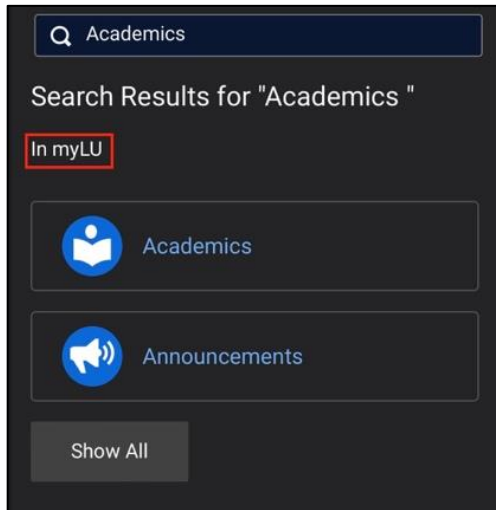
1. To find resources within myLU and across Liberty's website, enter your search terms into the search bar at the top of the page.



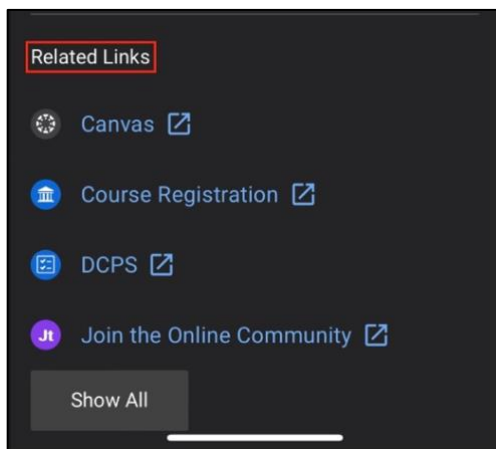
2. The search results will populate from widgets **In myLU**, **Related Links**, and **Liberty Website Results**.



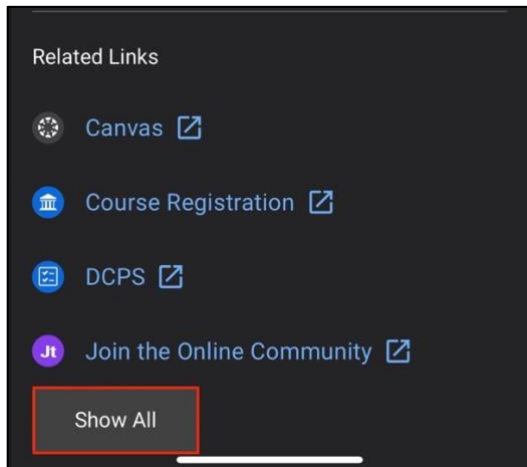
3. The **In myLU** widget search results allow you to quickly access that item while staying within myLU.



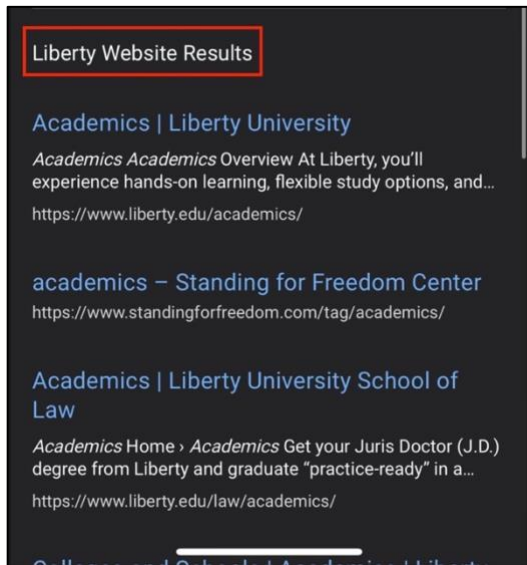
4. The **Related Links** search results provide easy access to set items that match your search criteria. Clicking on an external link opens the destination page in a new browser tab.



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

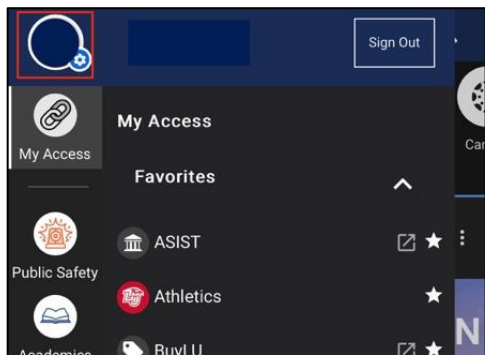
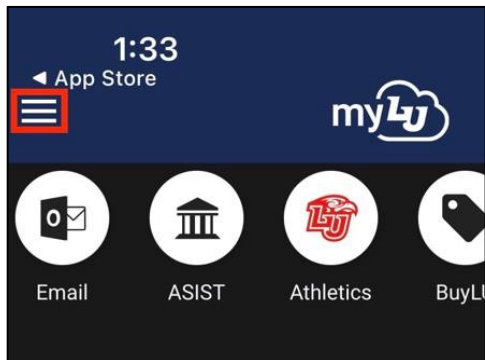


5. The **Liberty Website Results** page will show any Liberty pages matching your search criteria.

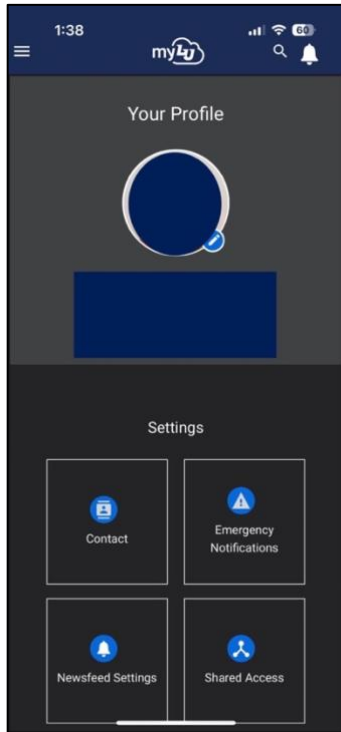


PROFILE

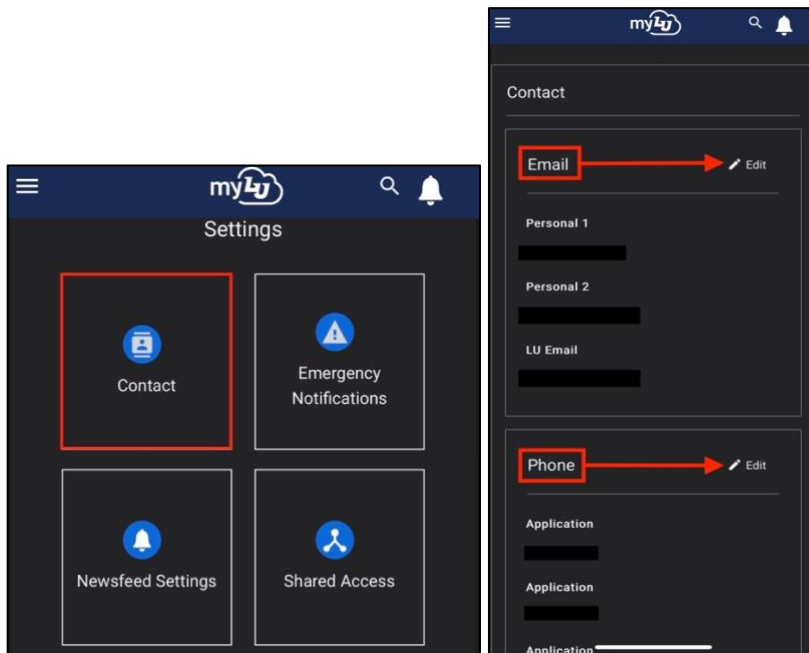
1. Tap the **menu icon** in the top left corner and select your **Profile picture** to access your myLU account settings.



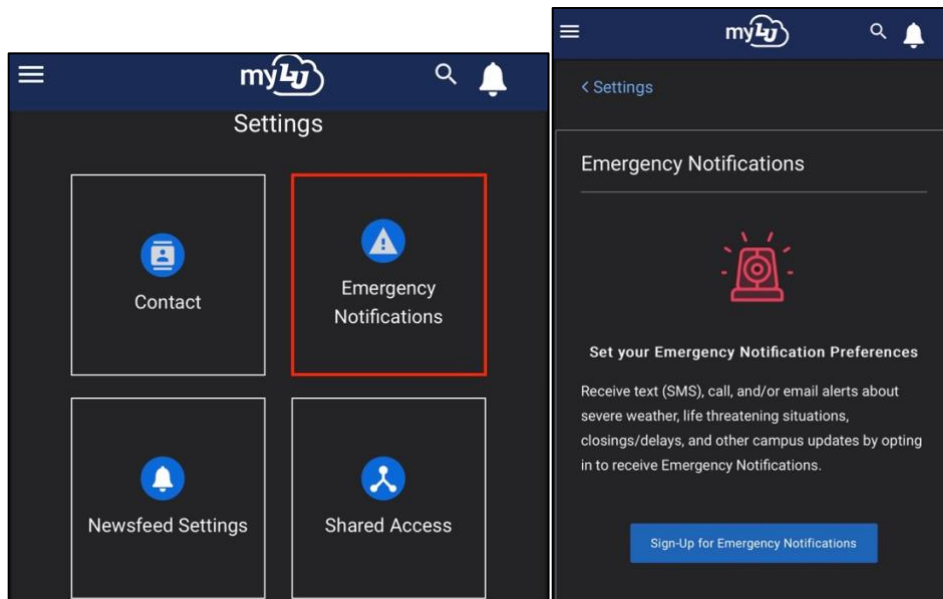
2. Explore these setting options to tailor your myLU experience to your needs.



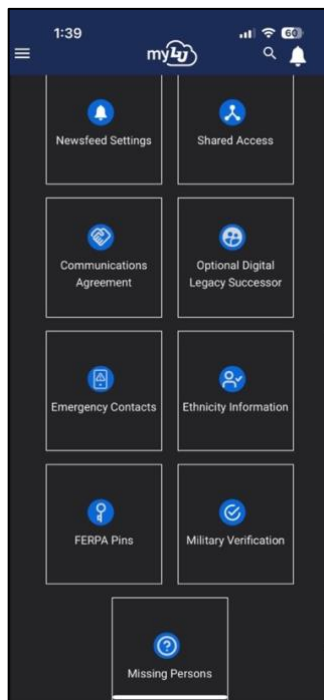
3. In the **Contact** settings, click the **Edit** button next to **Email**, **Phone**, or **Address** to add new information or to edit existing settings.



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



5. 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).