

OnCore Work Instructions/Guidance

Title	Logging in to OnCore
OnCore Version	2020R3
Document Version Date	7/12/2021

PURPOSE:

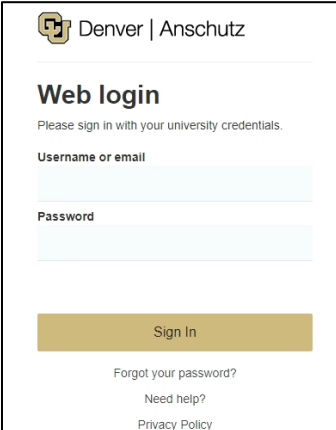
Instructions on how to log in to the OnCore 2020R3 production environment.

INSTRUCTIONS:

Logging in to OnCore version 2020R3 production for active users

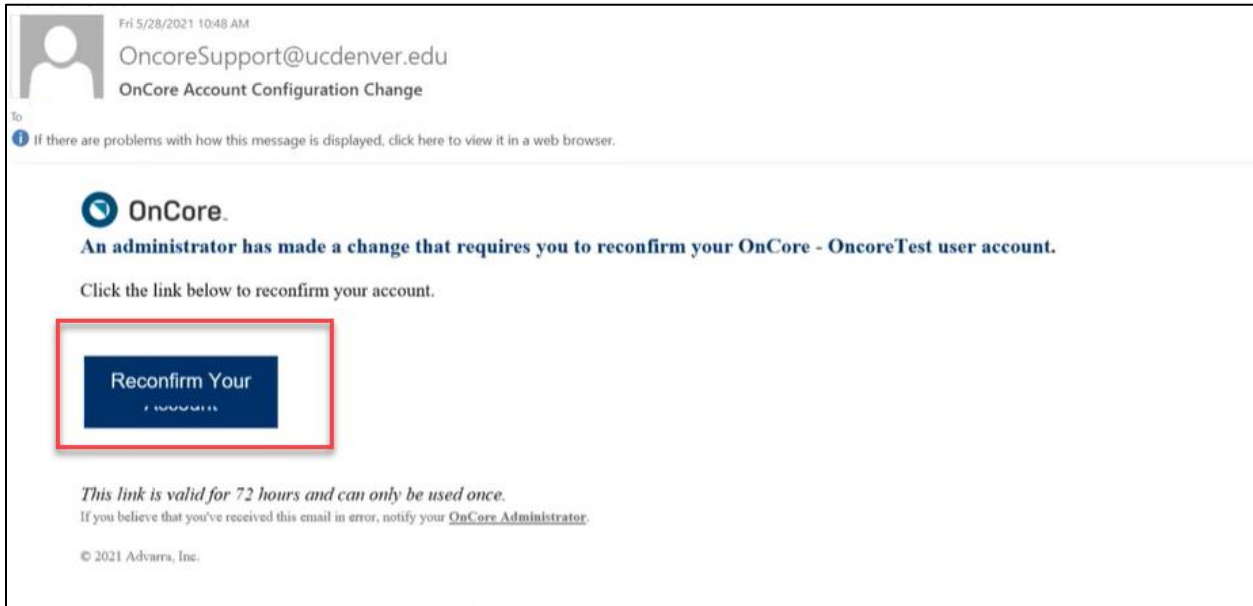
See “Logging in to OnCore version 2020R3 production for the first time” below for initial log in instructions

1. Open a web browser.
2. Navigate to <https://oncore.ucdenver.edu/sso>
3. You will then be directed to the CU Denver | Anschutz login page. Use your CU Anschutz or CU Denver login credentials to log in here.
 - a. *Note: if you have not used CU Anschutz Duo multifactor authentication, you will be prompted to do so here. Instructions for Duo can be found [here](#).*

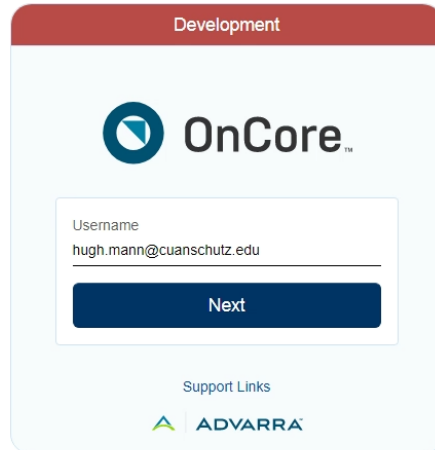


Logging in to OnCore version 2020R3 production for the first time

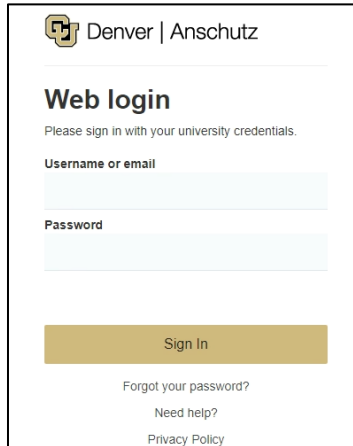
1. When your account is created in OnCore, you will receive an activation email from OnCoreSupport@ucdenver.edu. ****This is not spam! Take action to activate your account!****
2. Click the link in the email **within 72 hours** to confirm your account. After 72 hours, you will need to email OnCoreSupport@ucdenver.edu for assistance.



3. You will be directed to the OnCore login screen.
4. Enter your full CU Anschutz or CU Denver email address in the username field and click “Next.”



5. You will then be directed to the CU Denver | Anschutz login page. Use your CU Anschutz or CU Denver login credentials to log in here.
 - a. *Note: if you have not used CU Anschutz Duo multifactor authentication, you will be prompted to do so here. Instructions for Duo can be found [here](#).*



6. After this log in, you will land on the OnCore prod home page.



7. After these initial account activation steps have been completed, all subsequent log in attempts will follow these steps:
 - a. Navigate to <https://oncore.ucdenver.edu> in your web browser.
 - b. Enter full CU Anschutz or CU Denver email address.
 - c. Enter CU Anschutz or CU Denver login credentials and follow Duo prompts, if applicable.