Setting Up Account Monitor

1. Go to https://portalapps.weber.edu/accountmonitor/default.aspx

2. Under “Create New Account”, type in your secondary e-mail.
   
   a. Remember, you cannot use your Weber e-mail. You should use a personal e-mail that you will frequently check.

3. Click “Create”
4. You will see a message saying account was created successfully
5. You will get an e-mail to your secondary e-mail saying it was enrolled in Account Monitor.