## Graduate/Teaching Assistant MavCONNECT Login Steps



General Overview:

**Graduate Assistants and Teaching Assistants** may have access to both the faculty/staff and student sites. For access to the staff site, always use your StarID@minnstate.edu information to ensure you are in your Staff role within the system. Using an incognito browser can help ensure you will be logging in with the correct account.

<u>Calendar Sync</u> – ONLY NECESSARY if you are holding student appointments. (If you need to sync your calendar, only sync your MavCONNECT calendar to your employee-based MNSU calendar once available (instructions are in the <u>Quick Start Guides</u> on Teams or on the MavCONNECT website.) DO NOT SYNC UNDER YOUR STUDENT ACCOUNT.

<u>To access MavCONNECT from a student perspective</u>, use the MavCONNECT <u>Student Desktop login</u> or the <u>Student App</u> (Navigate on the App Store, MavCONNECT by EAB Navigate – we encourage you to download the app). These login points can also be found on the <u>MavCONNECT website</u>. NOTE: there are separate login points for students and staff.

Logging into MavCONNECT using Staff Credentials as a Graduate/Teaching Assistant

- Open an incognito browser
- Navigate to <u>MavCONNECT</u> Home Page
- Click on Faculty / Staff login link



- Use your <u>starid@minnstate.edu</u> login credentials no 'go' in the email
- Use your standard starid password
- Should open to a MavCONNECT Staff role page