

Log In

Logging In Overview

Content contributors and administrators alike can log in to OU Campus through a published page with the use of an on-page link known as DirectEdit™. DirectEdit can be a link or a button as it can be styled to match the styling of the site, or it can be an image or a date stamp anywhere on a published page. Typically, every page of a web site includes a DirectEdit link to allow content contributors to log in directly to edit a page.

Users are logged in directly to the edit view of the page rather than having to navigate a file structure to locate a particular page or file. However, pages and files can be accessed in either fashion. In both cases, users must have the proper access privileges granted in order to access the page. When using the folder structure to navigate, users must have access to the directories leading to the page to be edited in order to traverse through the structure.

The DirectEdit button type is configurable for the site by a Level 10 administrator. At the account level, the Login Page settings can be used to configure log in, log out, and authentication pages.

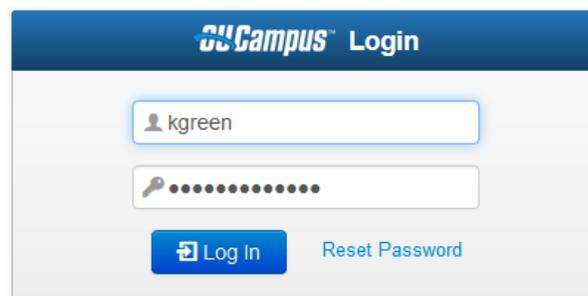
The layout that is viewed upon logging in to OU Campus depends upon the access settings for that particular editable region.

About DirectEdit

Initial access is granted from the UT Tyler website by navigating to the department page to be edited and clicking the DirectEdit link. DirectEdit links are determined by the template design. The UT Tyler Direct Edit link is located at the bottom of the page to be edited. Click on the copyright symbol to log in to OU Campus.



Once logged in, the browser session is persistent and a user can open another page in the same browser without having to log in again.

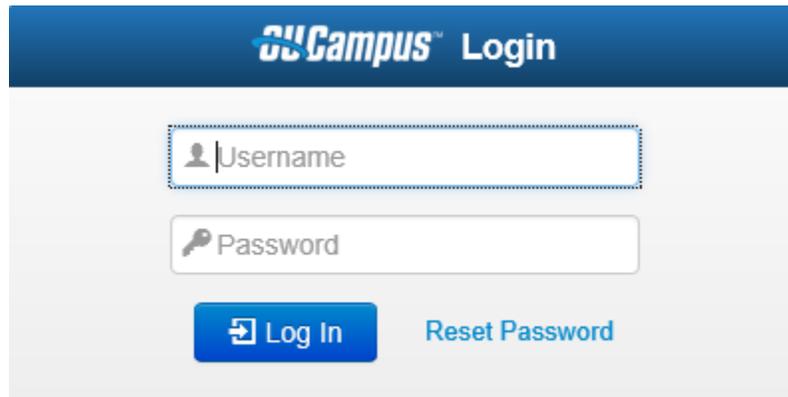


Editing a Page with DirectEdit

1. Click the **DirectEdit** link on the published page. If a user does not know what has been specified for their institution, they should contact the UT Tyler Web Team.



2. The login credentials for UT Tyler OU Campus users are the INFO Domain credentials used to log in to workstation computers.

A screenshot of the OU Campus Login page. It features a blue header with the "OU Campus Login" logo. Below the header are two input fields: "Username" with a person icon and "Password" with a key icon. At the bottom, there is a blue "Log In" button with a right-pointing arrow and a blue "Reset Password" link.

3. Select an editable region.
4. Edit the page.
5. Save and publish the page, or send to an approver.

Example UT Tyler Log In Page

Login

[Reset Password](#)

**10 on July 14. Access to OU Campus will not be available
Coming This Week!**



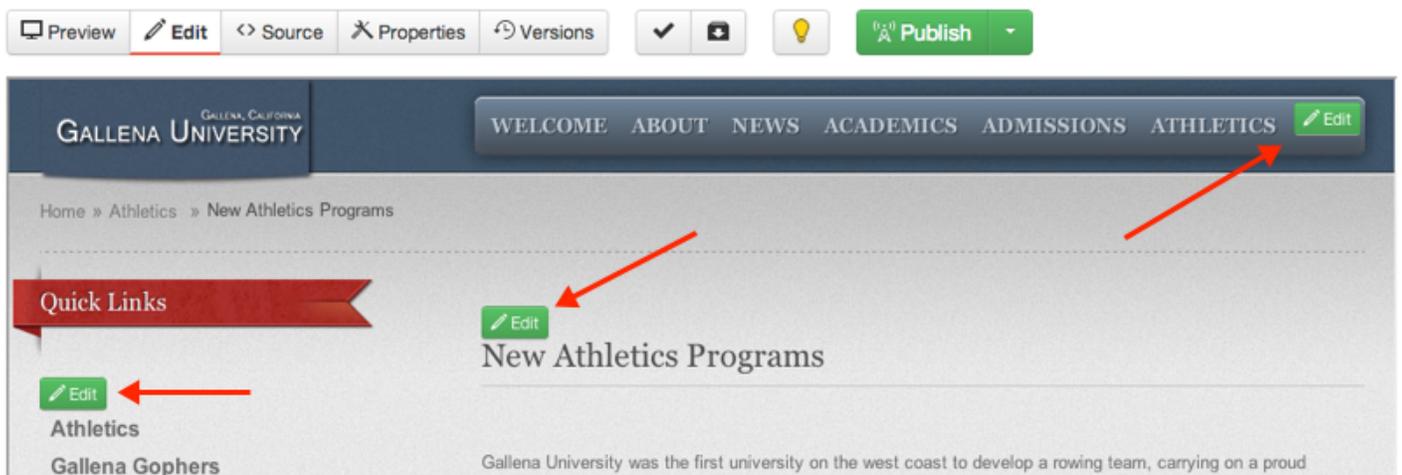
Please [let us know](#) if you have any questions.

NOTE: Be sure your browsers are up-to-date with the latest version of [Google Chrome](#) or with downloading updated browsers, contact [I.T. Support](#)

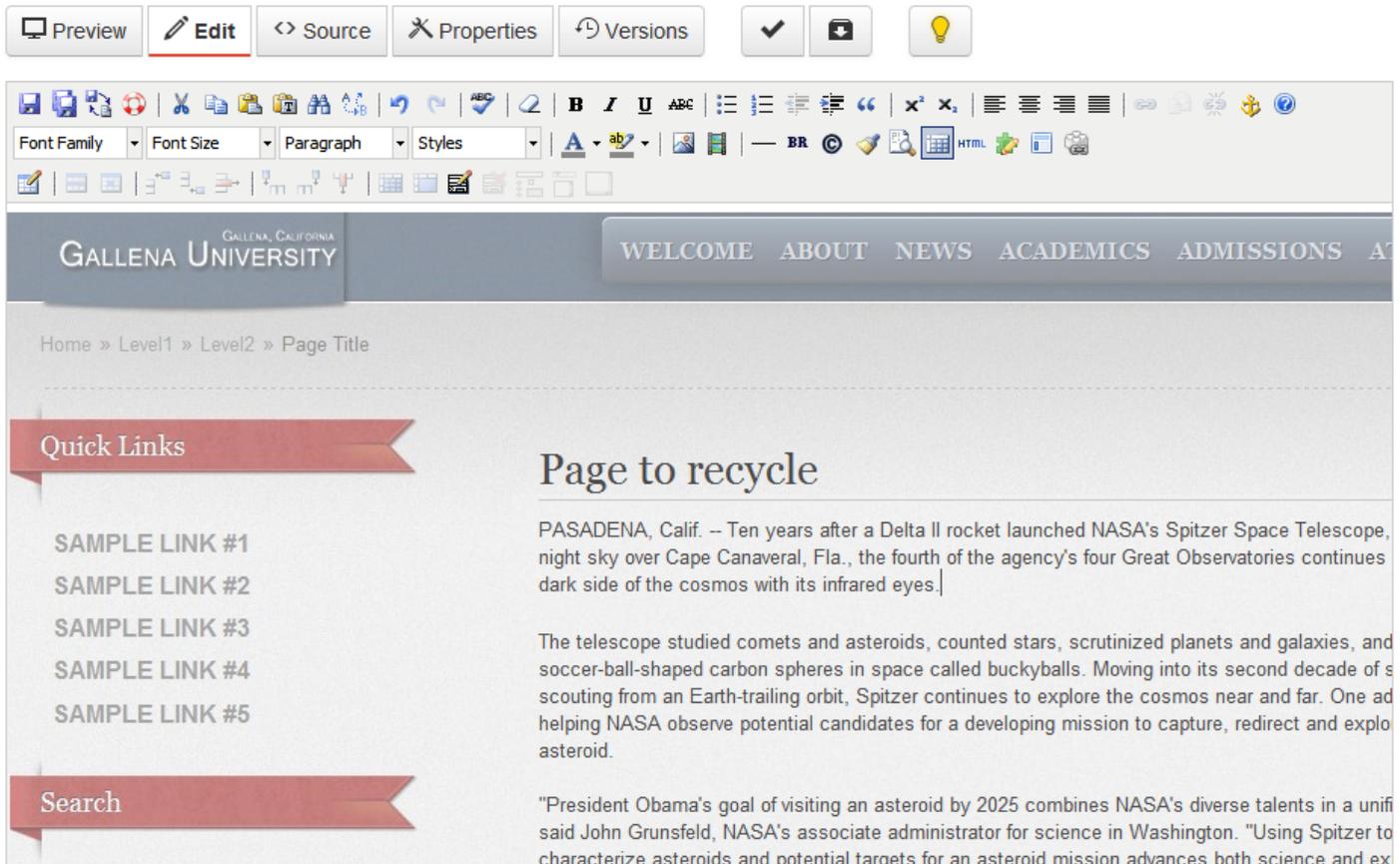
- As PDF files continue to be uploaded to the web server, we point out that files should ALWAYS be located in the "files" within your department directory. For continued continuity

Editable Regions

The view when accessing a page directly depends on the type of page or content being accessed. The page may include many editable regions, just one editable region. For example, the following image shows three editable regions, each of which the content is edited separately from the other regions. Typically, on the UT Tyler Website, you will see ONE editable region. Select the Green button to update content. Selecting the Red button will take you to a region that is only editable by the UT Tyler Web Team.



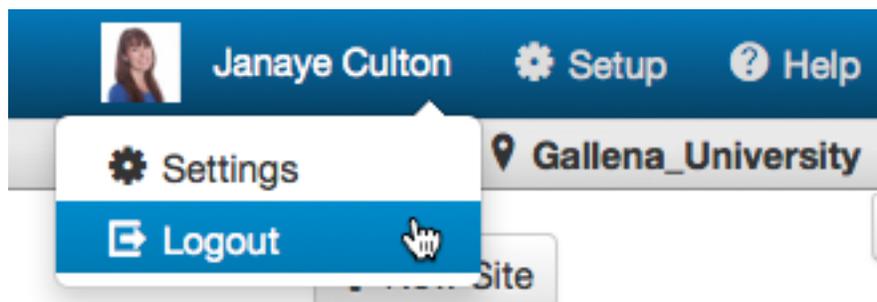
Selecting an editable region button provides access to edit that area using the WYSIWYG Editor, by default.



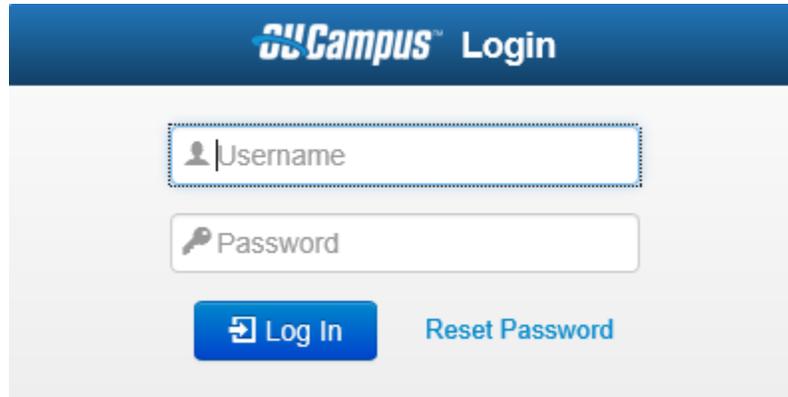
Logging Out

Content contributors and administrators alike can log out from the global navigation bar.

1. Hover over the user's name.
2. Choose **Logout** from the menu.



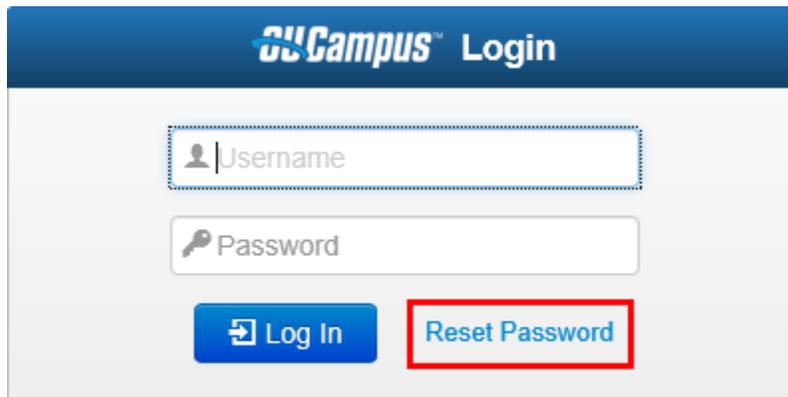
3. The original **Login** screen is shown unless otherwise configured by an administrator.



Reset Password

The password used for the UT Tyler OU Campus CMS are INFO Domain Credentials. Users will log in to OU Campus with the same User ID and Password used each day to log into their computer.

If a password reset is needed, contact IT Support in the Information Technology department.



NOTE that using the Reset Password link on the login screen will NOT reset passwords on the UT Tyler campus.

Failed Logins and User Lockouts

If a user incorrectly enters their login credentials more than three consecutive times, then they will automatically be locked out of the OU Campus system. This will prevent users from being able to perform additional login attempts. In the event of a user lockout, the Reset Password function becomes unavailable. Instead, an administrator must be contacted to reset the user's privileges. To unlock your account, email web@uttyler.edu.

UT Tyler Support 

UT Tyler Web Communications Support: uttyler.edu/web/

UT Tyler OU Campus support: uttyler.edu/oucampus/

Contacting the UT Tyler Web Team: web@uttyler.edu