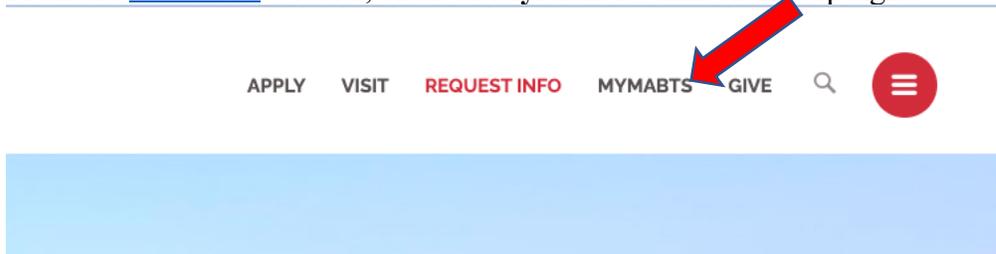


SETTING UP MY MID-AMERICA PORTAL (MAP)

1. On your browser, enter login.mabts.edu to access the **Mid-America Portal (MAP)**. You can also access MAP through the following:
 - a. From the mabts.edu website, click on **MyMABTS** link on the top right.



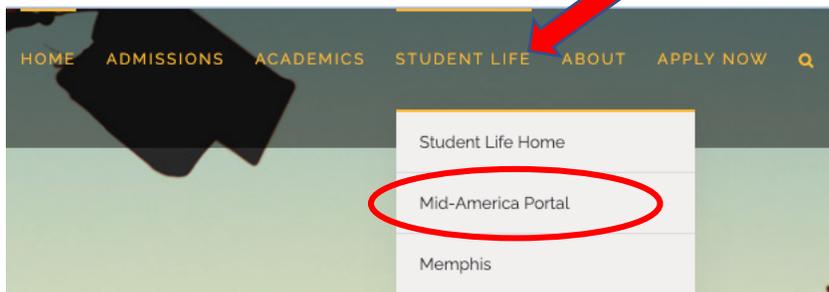
- b. Then click on the “**Enter Mid-America Portal**” button.

Mid-America Portal provides secure, single sign-on access to Mid-America ap students, staff, and faculty.



[Set Up Your Mid-America Portal](#) | [Reset Password for Your Mid-America Portal](#)

- c. From the collegeatmidamerica.com website. Hover over **Student Life**, and select **Mid-America Portal**.

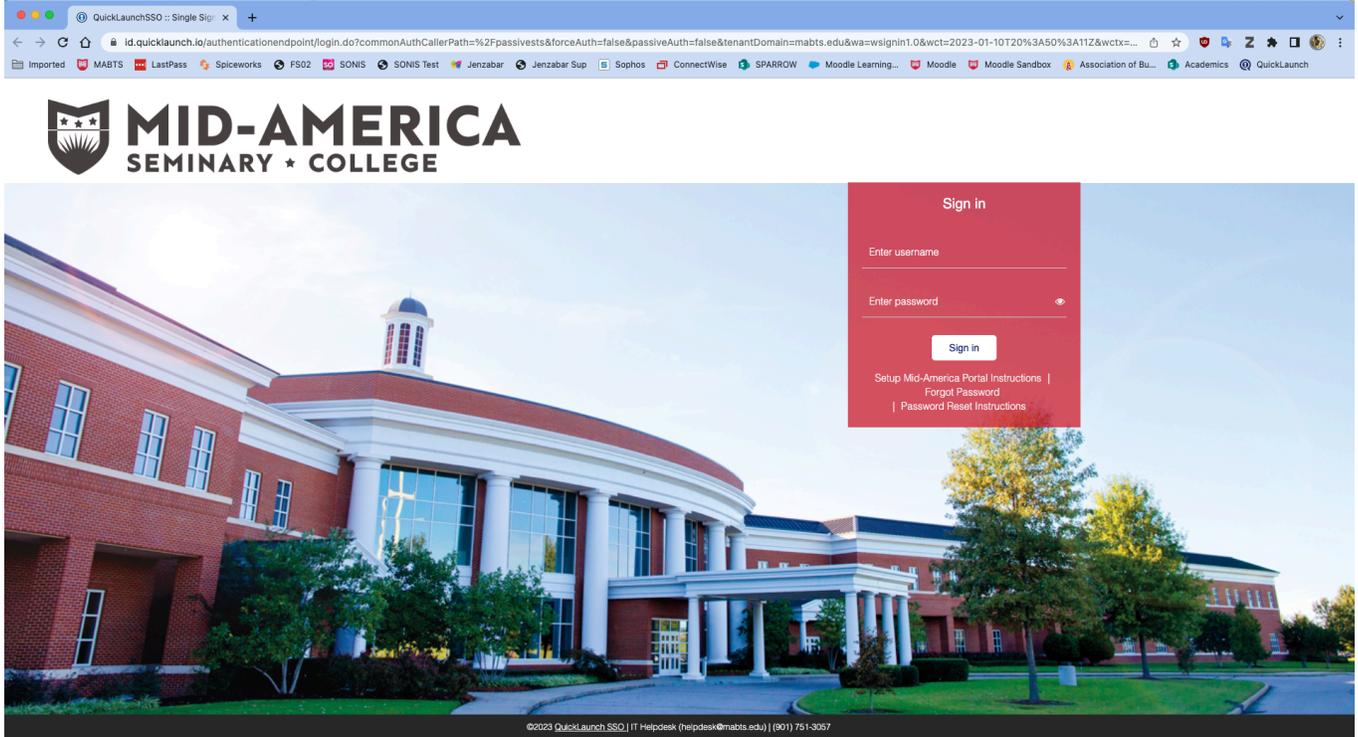


- d. Then click on the “**Enter Mid-America Portal**” button.



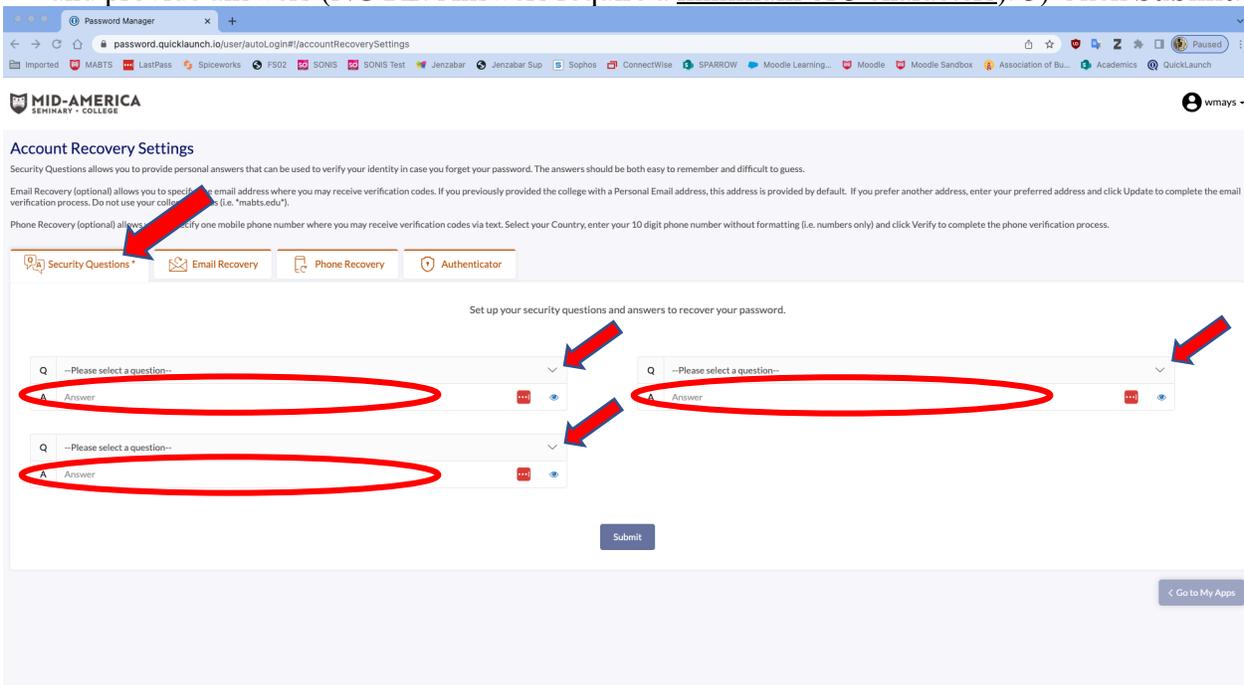
[Set Up Your Mid-America Portal](#) | [Reset Password for Your Mid-America Portal](#)

2. On the **Mid-America Portal (MAP)**, enter your username and password (Students: enter your **Student ID “AB1234567”** and **9-digit PIN**)

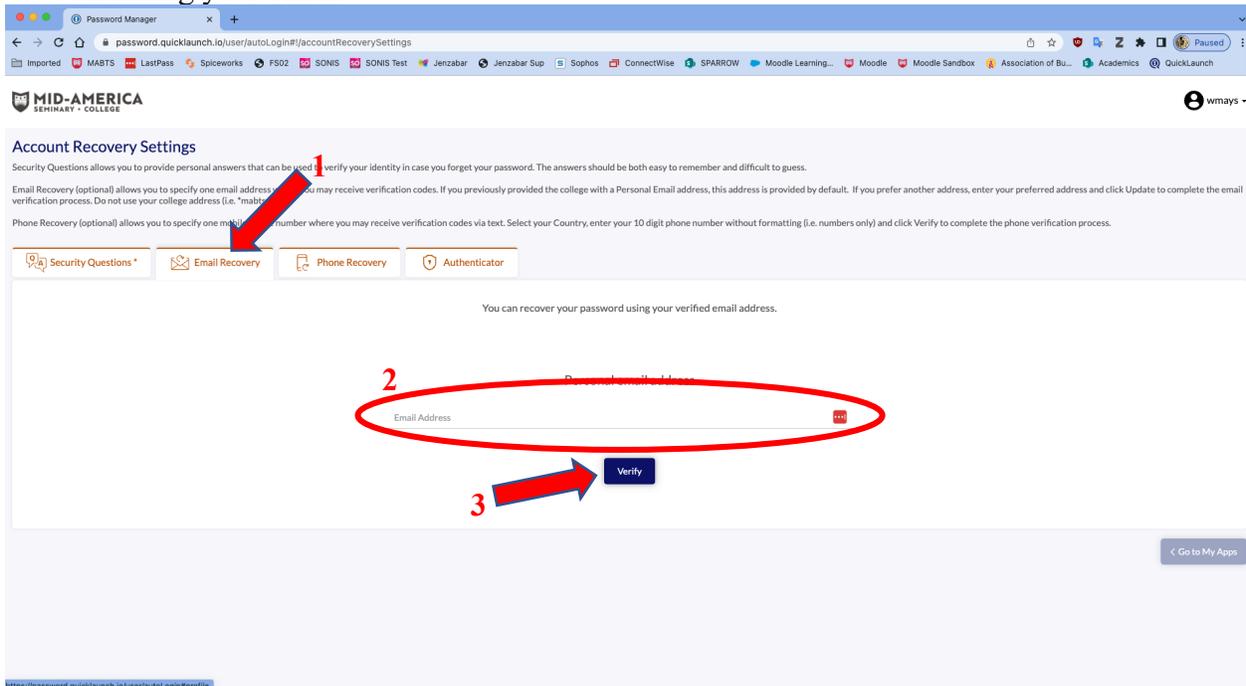


3. On the **Account Recovery Settings** page, set up your **Security Questions**, **Email**, and **Phone** information for identity verification and password reset. (**NOTE**: Security Questions are required for identity verification; Email and Phone are optional. It is recommended to have at least 2 of the identity verification methods: Security Questions + Email OR Security Questions + Phone OR all three).

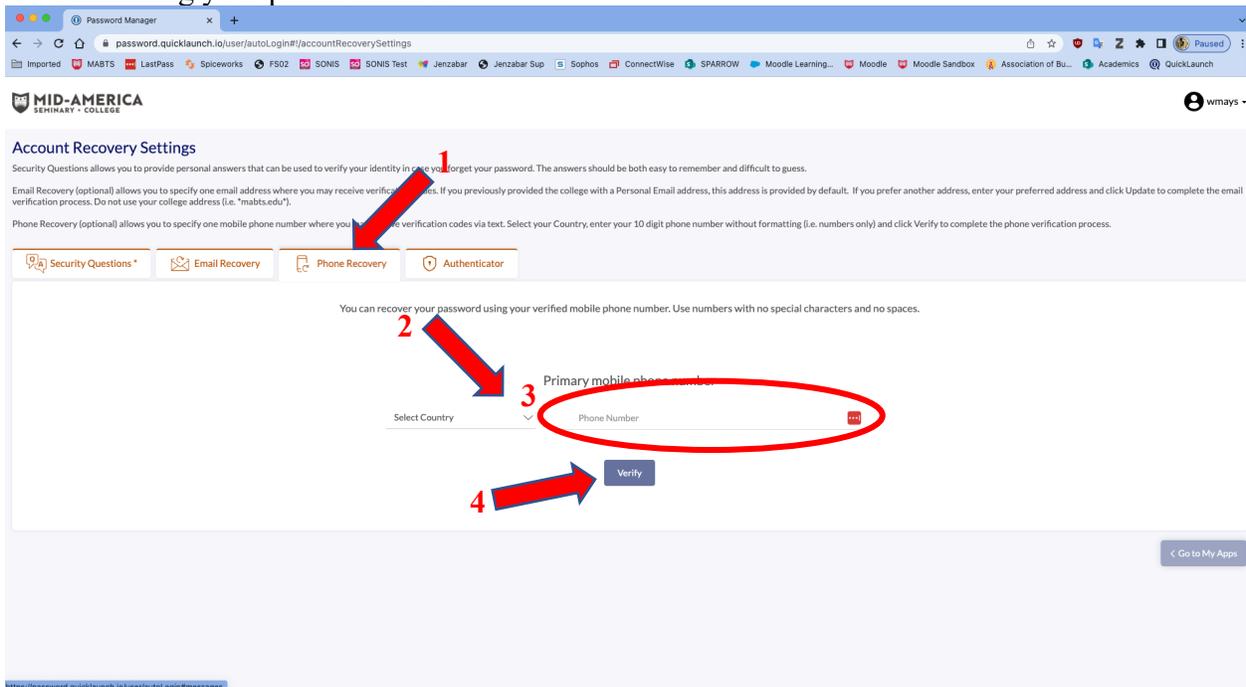
- a. **Security Questions (Required)** – 1) On the **Security Questions** tab. 2) Select 3 Security Questions and provide answers (**NOTE**: Answers require a minimum of 3 characters). 3) Click **Submit**.



- b. **Email (Optional)** – 1) Select **Email Recovery** tab. 2) Enter email address (Do not use your school email). 3) Click **Verify**. 4) Check email for a 7-digit verification code. 5) Enter the 7-digit verification code received from the email. 6) Click **Submit**. 7) You will receive a message confirming your email.



- c. **Phone (Optional)** – 1) Select **Phone Recovery** tab. 2) Select **Country Code**. 3) Enter your primary mobile phone number (no spaces) to receive verification codes sent. 4) Click **Verify**. 5) Enter the 7-digit verification code received from your phone. 6) Click **Submit**. 7) You will receive a message confirming your phone number.



4. Your one-time setup is complete. Click **<Go to My Apps** on the bottom right corner.

5. To update any of your **Security Questions, Email, or Phone** information; 1) Click on the drop-down arrow by your name in the upper-right-hand corner. 2) Click **My Account**. This will take you to the **Account Recovery Settings** page where you can update your information.

The screenshot shows a web browser window with a blue header bar. The address bar contains several tabs: 'bar Sup', 'Sophos', 'ConnectWise', 'SPARROW', 'Moodle Learning...', 'Moodle', 'Moodle Sandbox', 'Association of Bu...', 'Academics', and 'QuickLaunch'. The user's profile name 'Willie Mays' is visible in the top right corner, with a red arrow labeled '1' pointing to the profile icon. A dropdown menu is open, showing the text 'Hello, Willie Mays!' and a search bar. Below the search bar are four menu items: 'My Account' (with a person icon), 'My Devices' (with a mobile phone icon), 'Change Password' (with a magnifying glass icon), and 'Logout' (with a power icon). A red arrow labeled '2' points to the 'My Account' option. Below the header, there are three content tiles: 1) 'Catalog and Course Schedules' with the subtitle 'Latest Course Catalogs and Course Schedules' and an image of course catalogs. 2) 'Chapel Messages' with the subtitle 'Archive of Chapel Messages' and an image of a man speaking at a podium. 3) 'Library' with the subtitle 'Ora Byram Allison Memorial Library' and an image of bookshelves.