1. Navigate to www.ccsu.edu/pipeline and click on WebCentral-Banner web

![WebCentral-Banner](image)

or navigate directly to www.ccsu.edu/webcentral.

2. At the Office 365 log in screen, enter your My.CCSU.edu email address, then click Next.

3. Enter your password, then approve the multi-factor authentication (MFA) verification request using your 2nd device (mobile device or phone). If you would like to reduce the number of times you are prompted for MFA, check the box that reads “Don’t ask again for 7 days.”

![Office 365 Sign In](image)

4. You will then be logged into WebCentral-Banner Web and brought to the Home tab.

![WebCentral-Banner Home Tab](image)

5. When you are finished using WebCentral-Banner, click the Exit link in the upper-right corner and close your web browser for extra security.