

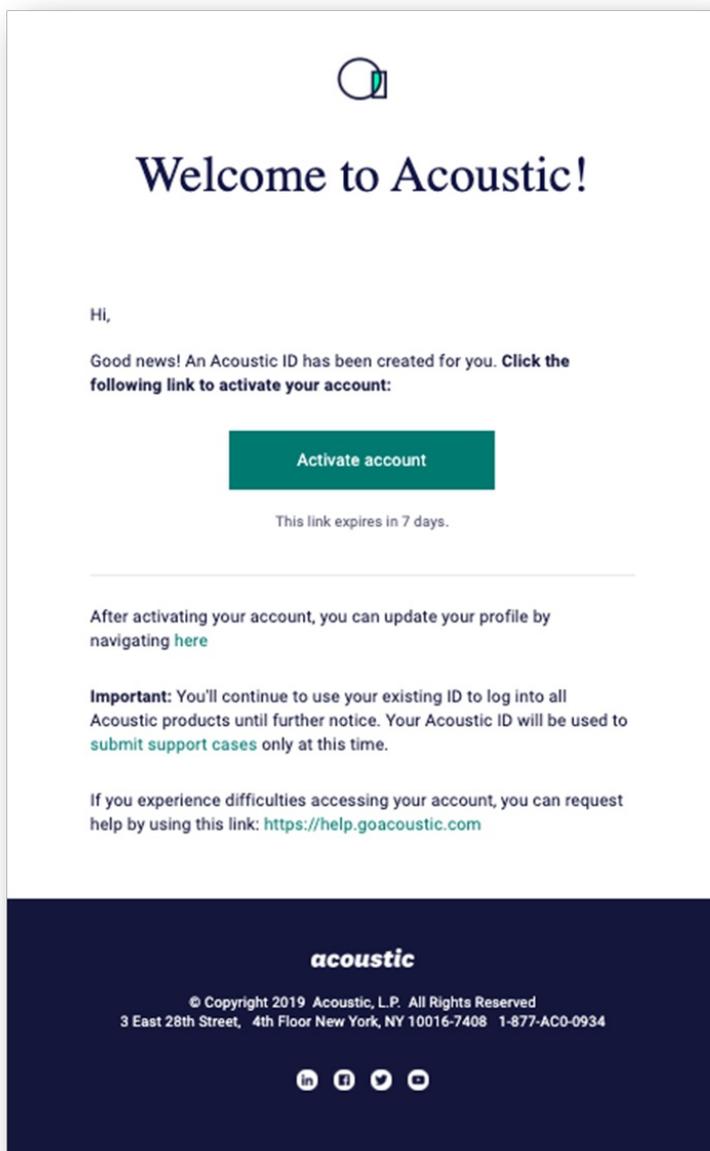
This article applies to Ascent360 users who use Acoustic to send emails.

In this article:

- [User: Activate your ID](#)

User: Activate your ID

1. After your admin adds you to Acoustic, you will receive an email to activate your Acoustic ID.



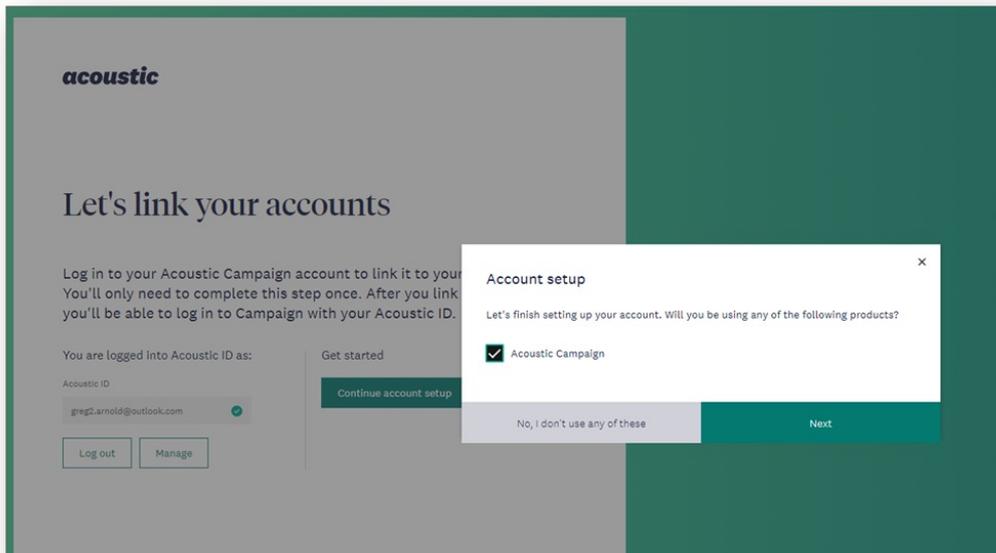
2. Enter and confirm your password. Your email address is your Acoustic ID.

The screenshot shows the Acoustic registration page. At the top left is the **acoustic** logo. Below it is the heading **Welcome New User**. The form includes an **Acoustic ID** field with the placeholder text `new.user@acoustic.com`. Below this are three fields: **Password**, **Password rules**, and **Confirm password**. Each of these three fields has a small eye icon to its right, indicating a toggle for password visibility. At the bottom of the form is a green **Continue** button.

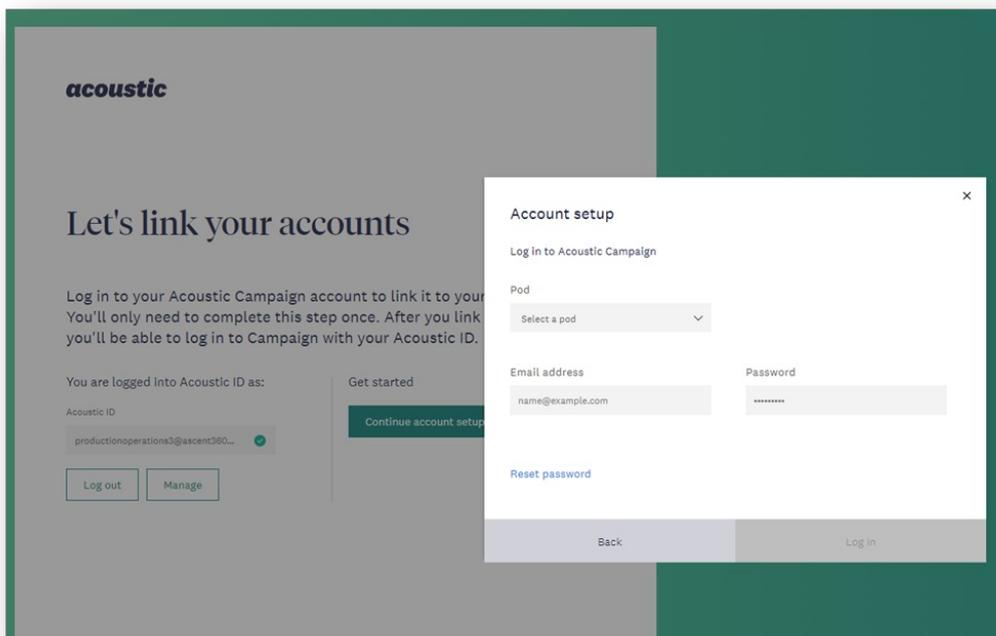
3. Enter the code sent to your email to enable two-factor authentication.

The screenshot shows the Acoustic page for setting up multi-factor authentication. At the top left is the **acoustic** logo. Below it is the heading **Set up multi-factor authentication**. A message states: "An email has been sent to n*****r@yacoustic.com. Check your email and enter the code below." Below this message is a **Verification code** label and a text input field. Underneath the input field is a grey **Verify** button. At the bottom of the page, there is a link: "Didn't receive an email? [Resend code](#)".

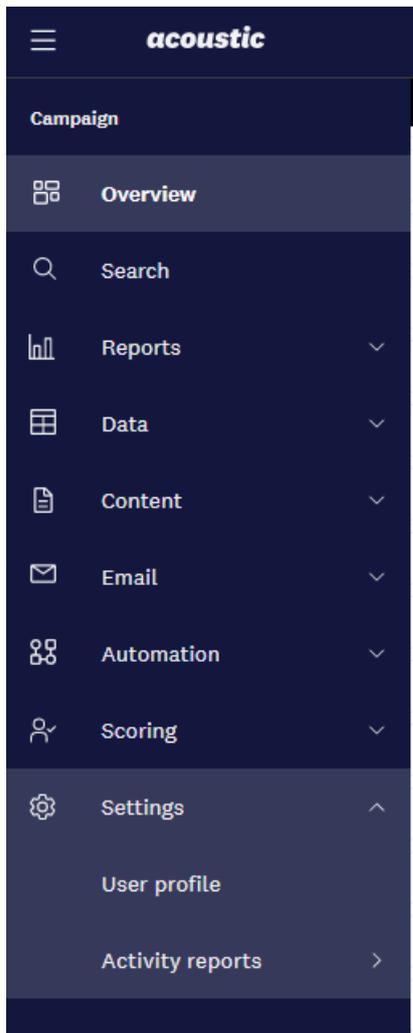
4. Select your security question and image.
5. To continue setup and link your Acoustic Campaign to your Acoustic ID, click here: cloud.goacoustic.com/launch/setup
6. Check the box next to Acoustic Campaign and click next



7. Select Pod 8 and enter the email address and password that was provided by the Admin. *Important note: The log in credentials at this step are different than the Acoustic ID credentials.*



8. After logging in successfully you should see the Acoustic Campaign home screen. The password in this step is a temporary password and must be changed after logging in. Follow the steps below to set your permanent password.
9. Expand the menu bar on the left, select settings > User Profile



10. Enter the old password (this is the same password from step 7) and create a new password and enter it in both the New Password and Confirm Password

User Profile

Organization Name: PS_AscentCRM2

User

Acoustic ID 

greg2.arnold@outlook.com

Username

greg2.arnoldtest@outlook.com

Old Password

New Password

Confirm Password

11. Scroll to the bottom and click save.

12. You're all set! To log in going forward, go to <https://cloud.goacoustic.com> and use your Acoustic ID credentials created in steps 1 - 4