

Diana - this can be set up as a landing page or attached as a .pdf – whatever you think is best. The information likely won't ever change. 😊

SETTING UP YOUR MACID

In your faculty appointment letter, you will find login information on how to activate your McMaster ID, which will give you access to various University services.

Please follow the steps below:

- To activate your McMaster email, please visit <https://mosaic.mcmaster.ca>
- Once there, please click on the blue url titled, **Need help with your MAC ID?**
- In the menu provided, please select:
I Want to Activate my Mac ID

From there, you will be directed to a new screen where you will be prompted to enter the information listed in your faculty appointment letter:

PERSON ID

BARCODE NUMBER

DATE OF BIRTH

Once this process is complete, you should receive access to your email within 24 hours. Instructions on how to verify your account will be emailed to you at this time along with your username and a temporary password.

Your username (MAC ID) can also be found in your faculty appointment letter.



Dean and Vice-President
Faculty of Health Sciences

1280
HSC
Ham
L8S

May 8, 2018

[Redacted]

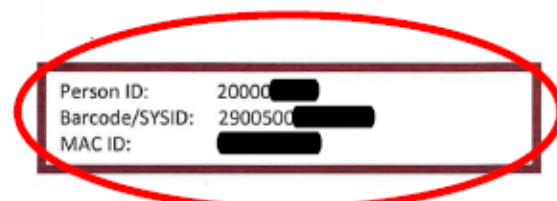
Dear Dr. [Redacted]

On the recommendation of the Faculty Appointments Comm [Redacted]

This appointment is offered in recognition of your expected [Redacted]. The appointment hours of educational activity/supervision over the next three adherence to the McMaster University Code of Conduct.

This appointment is conditional upon maintaining a valid license a medical staff appointment and privileges as noted on your malpractice liability insurance with the Canadian Medical Pr obligated to notify the Chair of your academic department if Recommendation for renewal of your appointment beyond student evaluations, adherence to the criteria outlined above recommendation of your Department Chair.

As a part time faculty member in the Faculty of Health Sciences services. For information about the benefits available to you website using the code below or by typing in: tinyurl.com/fh library services, you will first need to activate your MacID (see here: tinyurl.com/macid-activate). As part of the activation process, you will need to provide your date of birth as well as your person ID and barcode/SYSISID (see <http://mcmaster.ca/uts/macid/>). If you have any questions or require any assistance, please contact your academic department. Yours sincerely,



To access the **Faculty of Health Sciences library e-resources**, please follow this link to their Off-Campus Access page: <https://hsl.mcmaster.ca/services/offcampus/index.html>.

Any questions or concerns regarding this process can be forwarded to [Lesley Wellington](#).