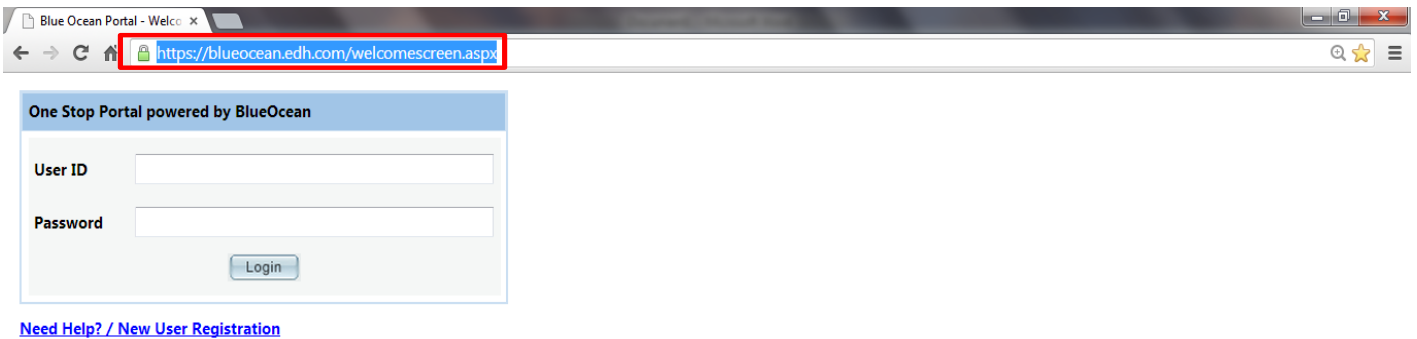


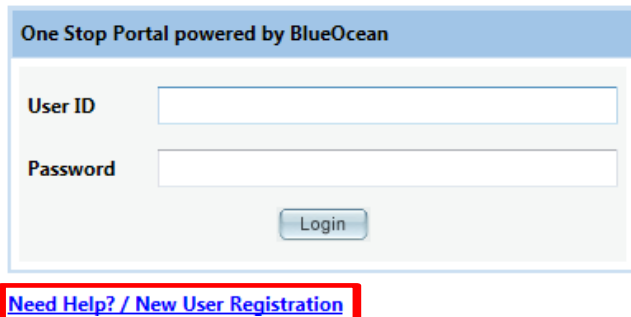
Registration Instructions

The student portal is web based and can be accessed from any browser. Enter the URL

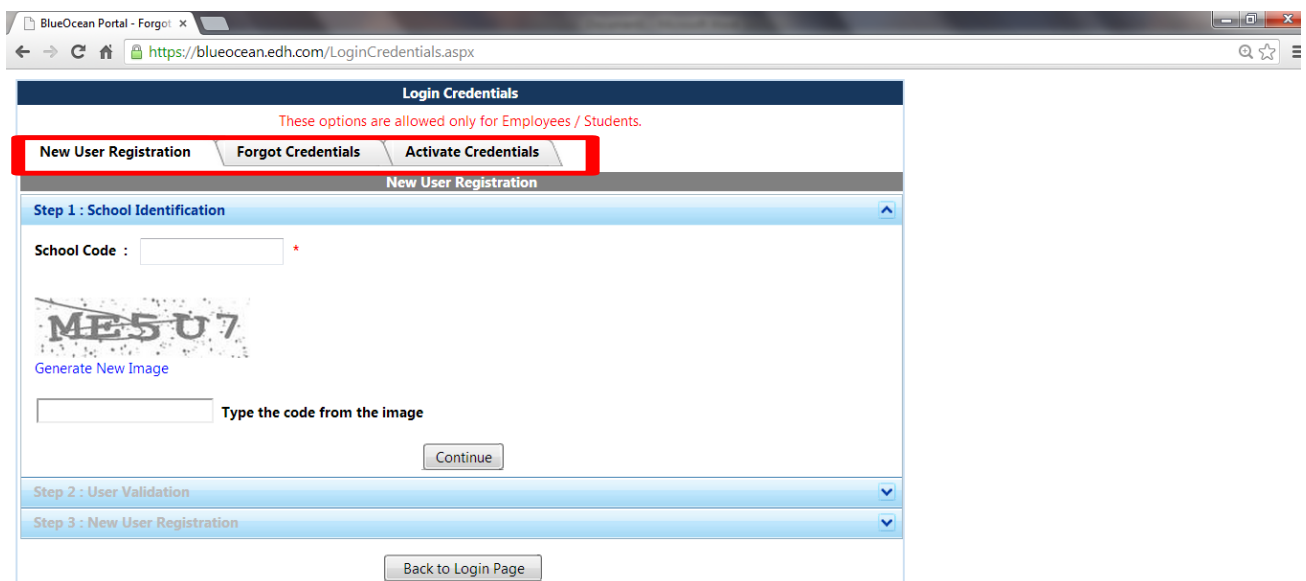
<https://blueocean.edh.com/welcomescreen.aspx> to bring you to the welcome screen for entering your credentials.



If you do not know your User ID and Password, click on the link [Need Help / New User Registration](#), which will take you to the Login Credentials screen.



The Login Credentials screen is organized with three tabs; New User Registration, Forgot Credentials, Activate Credentials. Login credentials are not case-sensitive.



On the 'School Identification' page, enter the school code, the CAPTCHA code, and then click 'Continue'.

The screenshot shows the 'Login Credentials' page with the 'New User Registration' tab selected. The 'Step 1 : School Identification' section is active. It contains a 'School Code' field with a red box around the placeholder 'Your School Code' and a red asterisk. To the right, a large red text overlay reads 'The school code is: UMIADS'. Below this is a CAPTCHA image showing the code '8PGF2'. A red box highlights the CAPTCHA code field with the text 'Type the code from the image'. A 'Continue' button is located below the CAPTCHA field. At the bottom of the page, there is a 'Back to Login Page' button.

Enter your demographic information on the 'User Validation' page where the red asterisks are located, and click 'Continue'.

The screenshot shows the 'Login Credentials' page with the 'New User Registration' tab selected. The 'Step 2 : User Validation' section is active. It contains several input fields: 'Student ID' with a red box and asterisk; 'First Name' with a red box and asterisk; 'Last Name' with a red box and asterisk; 'Date of Birth' with a red box, a calendar icon, and an asterisk; and 'E-Mail ID' with a red box and asterisk. Other fields include 'Middle Initial', 'Suffix', and 'Continue/Cancel' buttons. At the bottom of the page, there is a 'Back to Login Page' button.

Please fill out all fields on the 'New User Registration' that are marked with a red asterisk, and click 'Save'.

These options are allowed only for Employees / Students.

New User Registration | **Forgot Credentials** | **Activate Credentials**

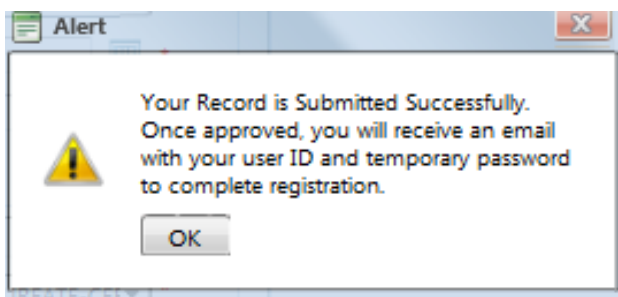
New User Registration

Step 1 : School Identification
Step 2 : User Validation
Step 3 : New User Registration

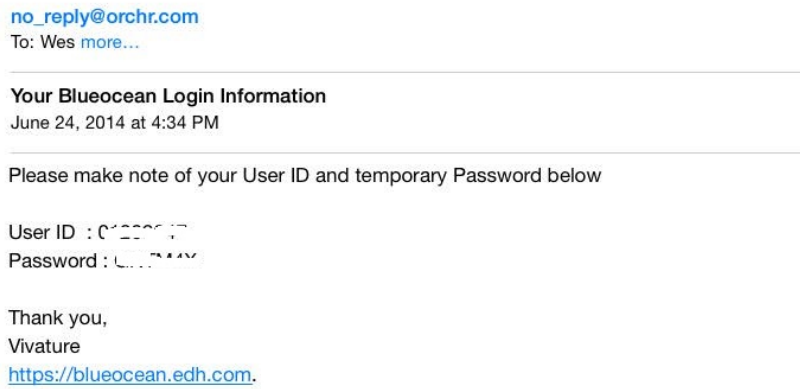
Student Details

Student ID :	<input type="text" value="newteststudent"/>	*	SSN :	<input type="text"/>
First Name :	<input type="text" value="New"/>	*	Middle Initial :	<input type="text"/>
Last Name :	<input type="text" value="Student"/>	*	Suffix :	<input type="text"/>
Date of Birth :	<input type="text" value="01-01-1995"/>	*	Gender :	<input type="text" value="FEMALE"/>
Marital Status :	<input type="text" value="SINGLE"/>	*	Enrollment Date :	<input type="text" value="02-18-2014"/>
Height :	Feet <input type="text"/> Inches <input type="text"/>		Weight (lbs) :	<input type="text"/>
International Student?	<input type="checkbox"/>		<input type="text"/>	<input type="button" value="Add Photo"/>
Primary Sport :	<input type="text" value="FENCING - WOMEN"/>	*	Sport Position :	<input type="text" value="Select"/>
Jersey Number :	<input type="text"/>		Class :	<input type="text" value="Select"/>
Address Line 1 :	<input type="text" value="5050 Spring Valley"/>	*	Address Line 2 :	<input type="text"/>
City :	<input type="text" value="Dallas"/>	*	State :	<input type="text" value="TEXAS (TX)"/>
Zip :	<input type="text" value="75244"/>	*	Email :	<input type="text" value="crmati@vivature.com"/>
Home Phone :	<input type="text" value="() - -"/>		Mobile Phone :	<input type="text" value="() - -"/>
Notes:	<input type="text"/>			

You will receive this alert after submitting your information.

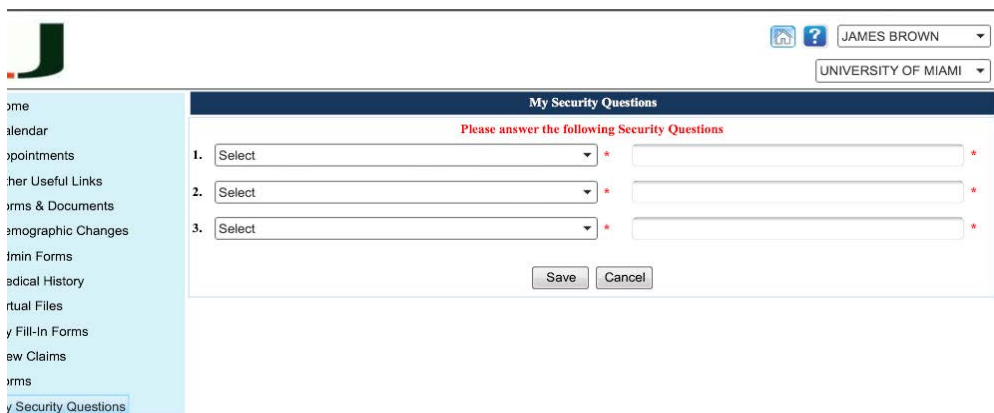
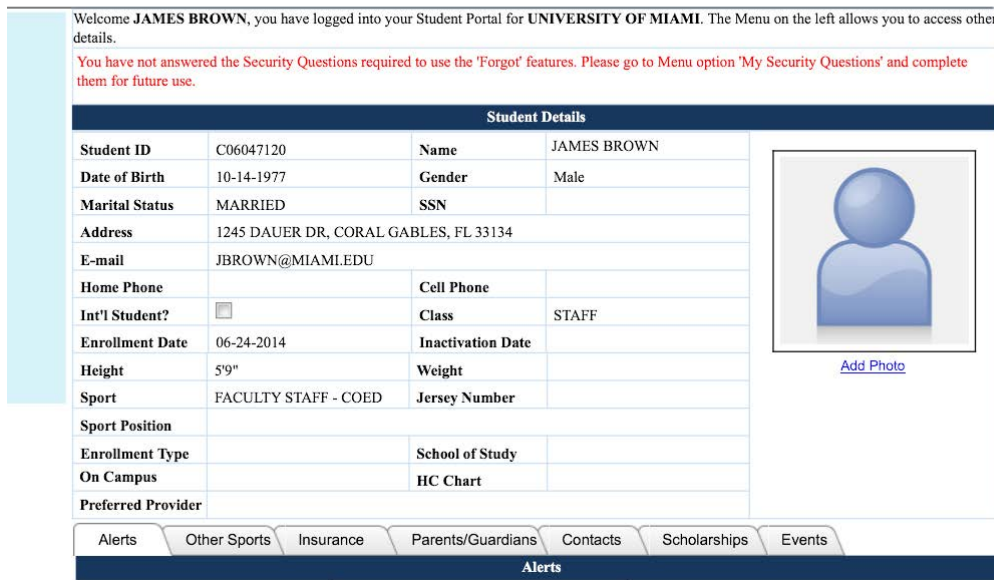


Contact your respective athletic trainer to let them know you have completed the above outlined steps. They will then log in and approve your use of the system. This approval will cause an email to be sent to the email address you input at the 'New User Registration' screen.



Once you receive the email containing your user ID and password, return to the welcome screen with the previous URL. Input your user ID and password. You will now enter the 'Student Details' screen.


You must now set up security questions. Select 'My Security Questions' from the choices on the left.



When finished selecting your security questions and answers hit the 'Save' button. Now select 'Home' at the top of the choices on the left.

You will now need to add more information to the following tabs along the bottom of the welcome screen: Insurance, Parents/Guardians, and Contacts.

Student Details			
Student ID	C06047120	Name	JAMES BROWN
Date of Birth	10-14-1977	Gender	Male
Marital Status	MARRIED	SSN	
Address	1245 DAUER DR, CORAL GABLES, FL 33134		
E-mail	JBROWN@MIAMLEDU		
Home Phone		Cell Phone	
Int'l Student?	<input type="checkbox"/>	Class	STAFF
Enrollment Date	06-24-2014	Inactivation Date	
Height	5'9"	Weight	
Sport	FACULTY STAFF - COED	Jersey Number	
Sport Position			
Enrollment Type		School of Study	
On Campus		HC Chart	
Preferred Provider			



[Add Photo](#)

Alerts | Other Sports | **Insurance** | Parents/Guardians | **Contacts** | Scholarships | Events

Alerts

Preferred Provider

Alerts | Other Sports | Insurance | Parents/Guardians | Contacts | Scholarships | Events

Emergency Contact Details

[+ Add Emergency Contact Details](#)

Contact Name	Relationship	Home Phone	Cell Phone	Work Phone
No Emergency Contact Details to display				

Preferred Provider

Alerts | Other Sports | Insurance | Parents/Guardians | Contacts | Scholarships | Events

Parent/Guardians Details

[+ Add Parents/Guardian Details](#)

Parents/Guardian	Relationship	Address	Contacts
No Parents/Guardian Details to display			

Preferred Provider

Alerts | Other Sports | Insurance | Parents/Guardians | Contacts | Scholarships | Events

Insurance Details

Billing Options: Health Center | Bill Insurance | Counseling | Bill Insurance

[+ Add Insurance Details](#)

Subscriber Name	Insurance	Carrier	Policy #	ID Front	ID Back	Exp Date
No Insurance Details to display						

Selecting each tab offers you one of the above screens. Select the "+" sign to add details for the selected tab. For each tab complete the template that pops up, answering all of the information with a red asterisk beside it. Feel free to enter information into boxes without asterisks as well if you know it. When you have entered all of the required information, hit the green checkbox to save your results.

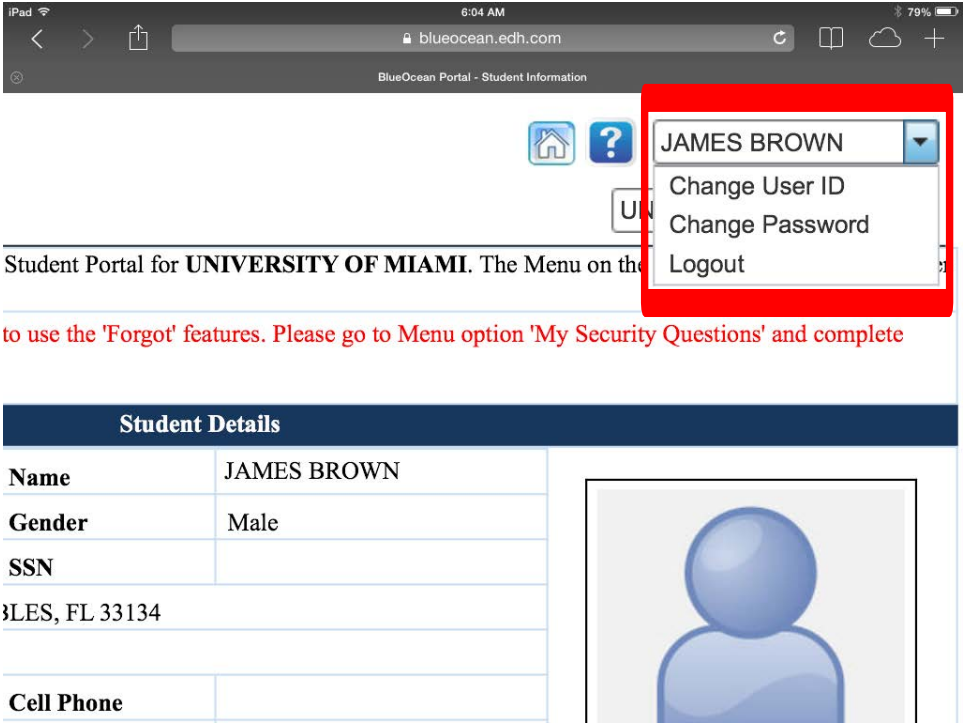
Notice that a pencil icon is present to the left of the tab information upon completion. Select the pencil icon if you need to make changes to the information you just entered into the respective tab.

[+ Add Emergency Contact Details](#)

Contact Name	Relationship
 Help	Contact

Once you have completed the information entering process for all three tabs, select the drop down arrow beside your name at the top right. Select "Logout" to close out the system.

If you have any questions about the process that is not answered in these instructions, please feel free to contact your respective athletic trainer.



The screenshot shows the BlueOcean Portal - Student Information page on an iPad. The browser address bar shows blueocean.edh.com. The user's name, JAMES BROWN, is displayed in a dropdown menu with options: Change User ID, Change Password, and Logout. Below the menu, the text reads: Student Portal for UNIVERSITY OF MIAMI. The Menu on the page includes options to use the 'Forgot' features. Please go to Menu option 'My Security Questions' and complete the process.

Student Details	
Name	JAMES BROWN
Gender	Male
SSN	
Address	MIAMI, FL 33134
Cell Phone	