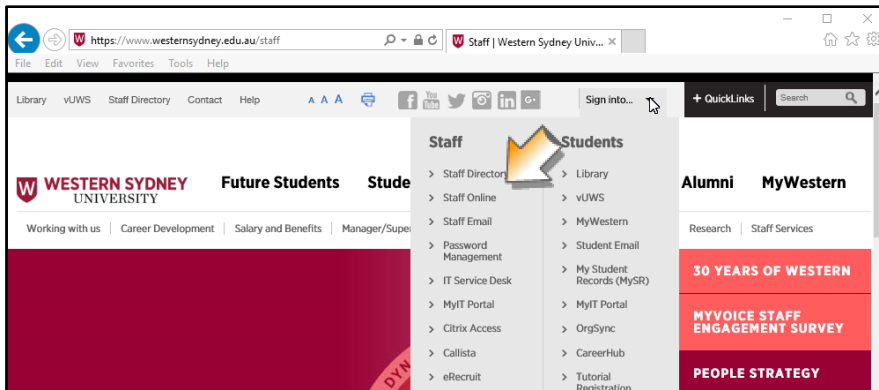
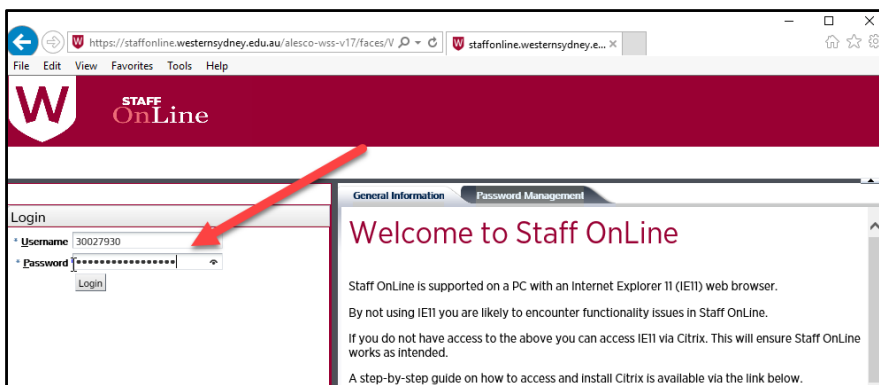


# Accessing and logging into MyCareer Online

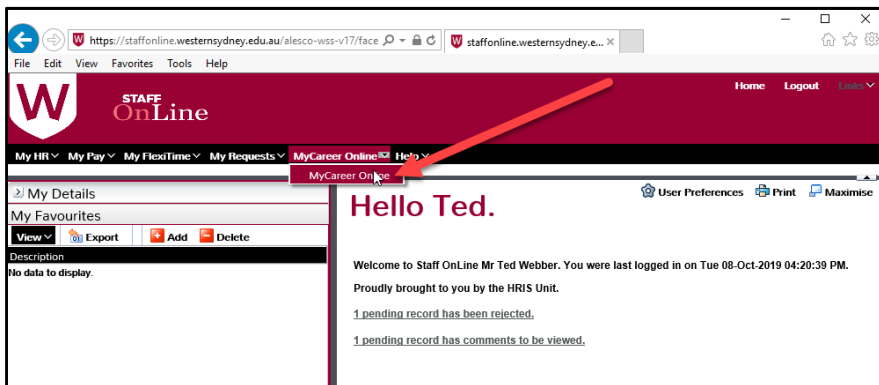
1. To gain access to MyCareer Online you firstly need to login to **Staff Online**. To do so, open the Western Sydney University webpage and click on **Sign into** to display the dropdown menu.



2. Click on the **Staff Online** item in the list. The **Staff Online** login page is displayed.



3. Enter your staff number and password in the **Username** and **Password** fields and then click **Login**. The **Staff Online** page is displayed.



4. Click on **MyCareer Online** from the **MyCareer Online** menu. MyCareer Online is now displayed ready for you to use.

