1. The first email you receive will look similar to this:

	Great Falls College MSU	
Your GradesFirst account has been created. Please activate it. Helio Your GradesFirst account has been created, but you still need to activate it. Details are included below.		
By clicking the link provided just below, you will be logged into GradesFirst and another email will be sent to you that contains your GradesFirst username and password. Next Steps: Activate My Account		
Thank you for using GradesFirst! support@gradesfirst.com 800.745.5180		

2. After you activate your account, you will receive a 2nd email:

	Great Falls College MSU	
Your GradesFirst account has been activated. The account is active and ready for you to log in. Details are included below.		
Username: @gfcmsu.edu Password: Next Steps: Visit: https://greatfalls.gradesfirst.com and use your	username and password to log in.	
Thank you for using GradesFirst! supportiggradesfirst.com 800.745.5180		

3. After you have logged in you can change your password by going to the link at the bottom right corner of the home screen: User Settings: Update my Password.