Updating UK account notification settings in the UK Account Manager

Below are the steps to update your UK Account Manager notification settings, by doing this you will be notified of any changes made to your UK account. By receiving these notifications, you can potentially prevent fraudulent activity on your account.

1. To access the UK Account Manager, go to www.uky.edu and click on "Resources" in the top right corner and a drop down menu will open, then chose "Linkblue"

2. The next page will look like the one below, Under "ITS Quick Links" you will click on "Account Manager"

About UK   Academics   Admissions   Athletics   Current Students   Research   UK HealthCare

linkblue

Home / Linkblue

Here at the University of Kentucky, your linkblue is your UK username and password that gives you access to many essential resources like email, the myUK portal, software, and more.

Your linkblue account is unique to you and created when you are accepted as a student or entered into payroll as an employee. To begin using your linkblue, you must follow all the steps to activate your account. This process includes setting up your password, enrolling a device in multi-factor authentication, adding password recovery options, and choosing your University Email Address.

Before you begin setting up your linkblue, make sure you have your temporary password ready. Your temporary password was given to you in your acceptance letter (students) or via email (employees).

- New students visit newstudent.uky.edu
- New employees visit newemployee.uky.edu

Once your linkblue is activated, most UK technology resources will require you to log in using your linkblue username and password.

ITS Quick Links

> Technology Help Center

> Account Manager

> Wi-Fi

> Zoom

> Office 365

> Canvas

> Computer Labs

> UK ITS Website

3. The next page will be for the login to the UK Account Manager, you will click on "Returning Users" and supply your UK linkblue credentials to access the UK Account Manager.

University of Kentucky

Help

linkblue Account Manager

Returning Users »

New to the University of Kentucky?

Welcome! Please select one of the options below to activate your account

- New Students: New Student Wizard
- New Employees: New Employee Wizard

Forgot Password

linkblue customers have the option of supplying a mobile number or an external email address in addition to the traditional security questions.

This makes password resets much faster!

Forgot Password

Notifications

The **Notifications** tab allows you to control how you receive notifications. You can now opt-in to receive important updates via TXT/SMS.

4. Once you are logged in and see the screen below, click on "Notifications" to update the notification settings for your Linkblue account.

5. Below is what the notification settings page looks like, you will want to select how and what types of notifications you receive. Our recommendation is to select all options(email and SMS).

University of **Kentucky**

Account Dashboard

Account   Two-Factor Log-In   Personal Information   Email   Lists & Groups   **Notifications**   Linked Accounts   User Support

Account Notifications   ⏱ Show History

Receive notifications when changes or other actions are made on your account
To best protect your account information, email notifications are required for several account actions and others are optional. You may also select to have some or all notifications delivered via SMS/TXT.

*Message and data rates may apply

Protect your information
Some types of phishing emails, SMS, and TXT messages ask you to click on a link to open a web page for "validating" your information. These links can be disguised to appear to be sent from a uky.edu domain website, but they actually open a site from a non-UK-affiliated website. Clicking on these links may inflict a "drive-by" infection on your device, causing your personal information to be compromised and requiring a rebuild of your device.

What to do if you have replied to a phishing email, SMS, or TXT message:
- Change your password immediately via the UK Account Manager here: ukam.uky.edu
- Call ITS Customer Services at 859-218-HELP (4357) if you need additional assistance changing your password

If you are in doubt about the validity of an email message, please send it as an attachment to IsThisEmailSafe@uky.edu.

Notification	Email	SMS
linkblue Password Change	✔	☑
Google Password Change	✔	☑
Password Reset Code	✔	☑
Mobile Device Number Change	✔	☑

6. When notifications are enabled, you will receive an email and/or text message informing you of changes to your UK account settings(email example below). If you are notified of changes that you did not initiate, immediately contact your IT Support person or the UK ITS Service Desk to report that your account has been accessed without your permission.

Account Manager Login Notification

IC University of Kentucky <accounts@uky.edu>
To

☺ ↩ Reply ↩ Reply All → Forwa

Tue

Dear

A notification has been generated on your linkblue account, the details of this notification can be seen below:

Logged into Account Manager

For more information please contact ITS Customer Services at 859-218-HELP (4357)

University of Kentucky Information Technology Services will never ask you to click on links sent via email to confirm information related to your account.

Thank you,
University of Kentucky Information Technology Services

UK Information Technology Services

The UK Knowledgebase article linked below also provides useful information regarding the steps you should take if you think your UK account has been compromised. Again, always feel free to contact your IT support person with any questions.

Link: What to do if your UK account has been compromised