ENROLLMENT ACCESS: MyClubLifeOnline.com



- ☑ It is important to ensure you have access to the Oracle system PRIOR to Open Enrollment
 - Users with email accounts in Active Directory (Invited email users) can use Single Sign-on
 - Users NOT in Active Directory must log in with username and password
- ✓ If you need to reset your password, follow these steps:
 - 1. Click on "Forgot Password" and enter email (must match the work email in Oracle to send)-
 - 2. Enter your Username or Email address in the blank field then press "Submit" button
 - 3. You will receive instructions to reset your password (sent to work email on file in Oracle) *Note: Email will come from ecwl.fa.sender@workflow.mail.us2.cloud.oracle.com*
- If you forgot your User ID and/or work email associated with your account
 - Contact your Office Manager
- If you need to change the work email associated with your account, follow these steps:
 - 1. Change your personal email in Oracle
 - 2. Next day, follow the 'reset your password' process outlined above Note: <u>Click here</u> to view directions on how to update personal information in Oracle
- Still need assistance? Contact the Invited IT Support Team at 972-888-7777 | Email: help@invitedclubs.com



