

## Steps on how to login to SOUL 2.0

- 1) Open a web browser (e.g. Internet Explorer, Google Chrome)
- 2) Type the SOUL 2.0 web address (<http://soul2.hkuspace.hku.hk>) at the browser's address bar
- 3) Select 'Staff / Full-time Teacher' from the User Group pull-down menu, then click on [Next]
- 4) Enter your Staff Intranet Username and Password, then click on [Login]

**Note:**

- 1) The Password is case-sensitive.
- 2) If you would like to change your Password, please login to Staff Intranet to do so. The updated Password will be applied automatically to SOUL 2.0.