Procedure of Uniweb profile activation

1- Navigate to [https://uniweb.uottawa.ca](https://uniweb.uottawa.ca)

2- In the upper right corner click on the **Sign In** button

3- Enter your login information (same as your uOttawa Outlook Email)
4- Follow the next steps until the end and click I agree.
5- Choose the Profile box and verify that the information is correct
6- Repeat for the Curriculum Vitae section
7- Repeat for the Publications section

Your profile will now appear on the website and you can update your CV.