1. Using Internet Explorer, Firefox, or Safari, go to http://caltime.berkeley.edu/access, and click on the WEB ACCESS (HTML) Access Online button.

2. Type your CalNet ID in the CalNet ID box and your passphrase in the Passphrase box.
   
   **NOTE:** You may have to click through the authenticate again dialog window first.

3. Click the Sign In button.

You are logged in.

**NOTE:** Your login screen may look different, depending on your role.