MIGRATE ACCOUNT TO NORTHEASTERN UNIVERSITY’S QUALTRICS BRAND

These instructions will walk you through how to migrate your existing Qualtrics account to Northeastern’s Qualtrics brand and login for the first time.

1. Go to the Northeastern Qualtrics Login - [http://neu.qualtrics.com](http://neu.qualtrics.com)

2. Read through the terms and agreements, accept by clicking Accept and Log In

3. Sign in with your Northeastern myNEU username and password

4. You will be brought to a one-time login screen. If you already have a Qualtrics account, click I already have a Qualtrics Account.

Note: If you select “I don’t have a Qualtrics account”, this will create a brand new account. This will not carry any of their previous surveys/data

5. Enter your account information and select Migrate Account

6. The account will be migrated automatically