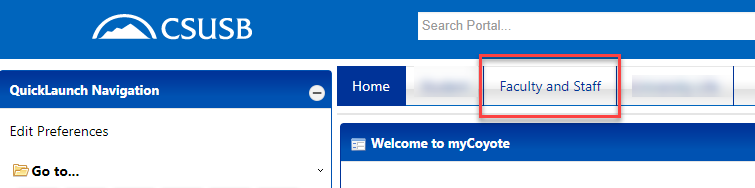
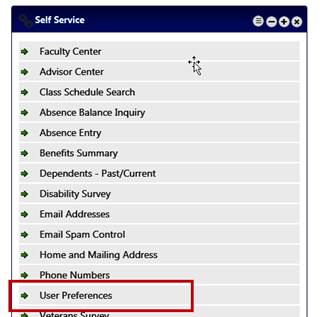
# Set User Preferences in PeopleSoft via MyCoyote

**Step 1.** Login to [MyCoyote](https://my.csusb.edu/)

**Step 2.** Select the **Faculty and Staff** tab



**Step 3.** Under the **Self Service** section, select **User Preferences**

****

**Step 4.** Set your preferences

