How to create a Medical Student Bulletin Board Account

1. Go to http://www.medstudent.ucla.edu/msbb/
2. Click on “register”
3. Enter your birth date and click proceed.
4. Check the box to agree to the forum rules and click register.

**Medical Student Bulletin Board Rules**

In order to proceed, you must agree with the following rules:

- Held responsible for the content of any message.
- By agreeing to these rules, you warrant that you will not post any messages that are obscene, vulgar, sexually-oriented, hateful, threatening, or otherwise violative of any laws.
- All posts are governed by the UC Acceptable Use standards. You can view the UCLA CTS Acceptable Use Policy [here](#).
- The owners of Medical Student Bulletin Board reserve the right to remove, edit, move or close any thread for any reason.

I have read, and agree to abide by the Medical Student Bulletin Board rules.

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**Forum Rules**

Use of Medical Student Bulletin Board is restricted to students of the David Geffen School of Medicine. All other registration requests will be denied.

We insist that you abide by the rules and policies detailed below. If you agree to the terms, please check the 'I agree' checkbox and press the 'Register' button below. If you would like to cancel the registration, click [here](#) to cancel your registration.

All messages express the views of the author, and neither the owners of Medical Student Bulletin Board, nor Jelsoft Enterprises Ltd. (developers of vBulletin) will be held responsible for the content of any message.

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5. Choose a User Name and Password, and enter an email address. Please note that your User Name must be your *First and Last Name* and your email address must match what is on record at the Student Affairs Office. You can see which email address is on record for you at the Medical Student Directory (https://www.medstudent.ucla.edu/applications/studentinfo/directory/dirmain.asp)

6. After filling out these fields click on “Complete Registration”

7. You will then see this message:

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Thank you for registering, Joe Bruin. An email has been dispatched to sisoffice@mednet.ucla.edu with details on how to activate your account. Click here to return to where you were previously.

You will receive an email in your inbox. You MUST follow the link in that email before you can post on these forums. Until you do that, you will be told that you do not have permission to post.
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Please note that you will now need to go to your email to find your activation email.
8. The activation email looks like the following:

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Action Required to Activate Membership for Medical Student Bulletin Board
Medical Student Bulletin Board [ubbadmin@mednet.ucla.edu]
To: sisoffice@mednet.ucla.edu

Dear Joe Brun,

Thank you for registering at the Medical Student Bulletin Board. Before we can activate your account one last step must be taken to complete your registration.

Please note - you must complete this last step to become a registered member. You will only need to visit this url once to activate your account.

To complete your registration, please visit this url:

America Online Users Please Visit Here to be Activated

**** Does The Above URL Not Work? ****
If the above url does not work, please use your Web browser to go to:
http://www.medstudent.ucla.edu/msbb/register.php?o=ver

Please be sure not to add extra spaces. You will need to type in your username and activation number on the page that appears when you visit the url.

Your Username is: Joe Brun
Your Activation ID is: 

If you are still having problems signing up please contact a member of our support staff at ubbadmin@mednet.ucla.edu

All the best,
Medical Student Bulletin Board
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9. Please complete the registration process as requested in the email. This will then place you in the moderation queue, where an administrator will confirm that you are a student and approve your account.

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vBulletin Message

Thank you for registering, Joe Brun. Your account has been submitted for moderation by an administrator and will be activated shortly. You will be notified by email when this happens. To return to the forums, click here.
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10. Once your account has been validated you will receive the following email:

Account validated at Medical Student Bulletin Board!
Medical Student Bulletin Board [admin@mednet.ucla.edu]
To: sisoffice@mednet.ucla.edu

Dear Joe Bruin,

We have now activated your account at the Medical Student Bulletin Board. The forums can be found here:

http://www.medstudent.ucla.edu/mgb/index.php

Your login details are as follows:
Username: Joe Bruin
Password: as you entered it when you registered

Don't forget that your password is case sensitive.

To edit your profile, please visit this page:

All the best,
Medical Student Bulletin Board

11. If your account is not approved you will receive a different email that will list the reasons why your account request may have been rejected:

Account removed at Medical Student Bulletin Board!
Medical Student Bulletin Board [admin@mednet.ucla.edu]
To: sisoffice@mednet.ucla.edu

Dear Joe Bruin,

Unfortunately your registration at Medical Student Bulletin Board did not meet our membership requirements. Therefore your registration was deleted.

Membership Requirements:
1. You must be a student at the David Geffen School of Medicine at UCLA.
2. Your username must be your first and last name (Joe Bruin)
3. Your email address must match what the Division of Student Affairs currently has on record for you. You can check this at the Medical Student Directory found on our website.

Sorry,
Medical Student Bulletin Board