Creating a Bloomberg Login

*Please do not remove from Alperin Center
1.) Double Click on the Bloomberg Icon.

2.) Click Enter Once
3.) Click Create New Login
4.) Click “Myself” button then “No” then Next
5.) Input Name, Phone and Mobile Phone. (Important to input mobile phone, as a text will be sent to your phone). Input Scranton email. Bloomberg title and Focus optional. Click **Next**
6.) Click on SMS Text (easiest) or can have the code sent to your email or through automated call. Click **Next**
7.) Insert verification Code. Should be send instantly. Click **Next**
8.) Create Password. 8-12 Characters. (No Special Characters)
9.) Login name will appear. Please remember and write down. Retrieving login and password can be complicated. Click Log in Now.
10.) Login Screen will appear