

激活企业微信指南（学生）

Guide To Activate Your WeCom Account_Student

Ver: ITSC2025081801

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1 激活企业微信 Activate WeCom

- (1) 请学生**本人用自己手机**，在安全的手机应用平台下载 **【企业微信】** 官方 APP

Please download the WeCom from Apps Store

- (2) 请学生本人**用自己手机**里的 **【微信】** 扫以下二维码

Scan the QR code with your WeChat:

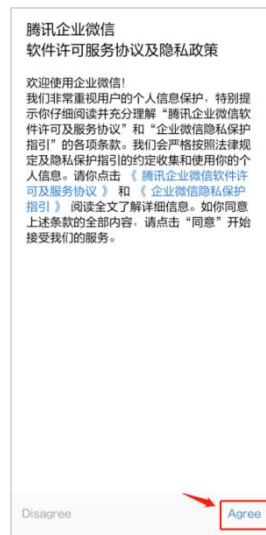


备注：研究生激活企业微信注意，如果是 BNBU 本科毕业生（保留校友企业微信）或 BNBU 在职职员就读研究生的，请另使用一个新的手机号绑定微信后再激活研究生的企业微信，国家法规要求 1 个手机号的微信只能激活 1 个校内企业微信身份）

Note: For postgraduate students activating WeCom please note that if you are a BNBU undergraduate graduate (retain the alumni WeCom or a BNBU Staff, please bind your WeChat with a new mobile phone number before activating the postgraduate student's WeCom. According to national regulations, one mobile phone number can only activate one WeCom within the university.

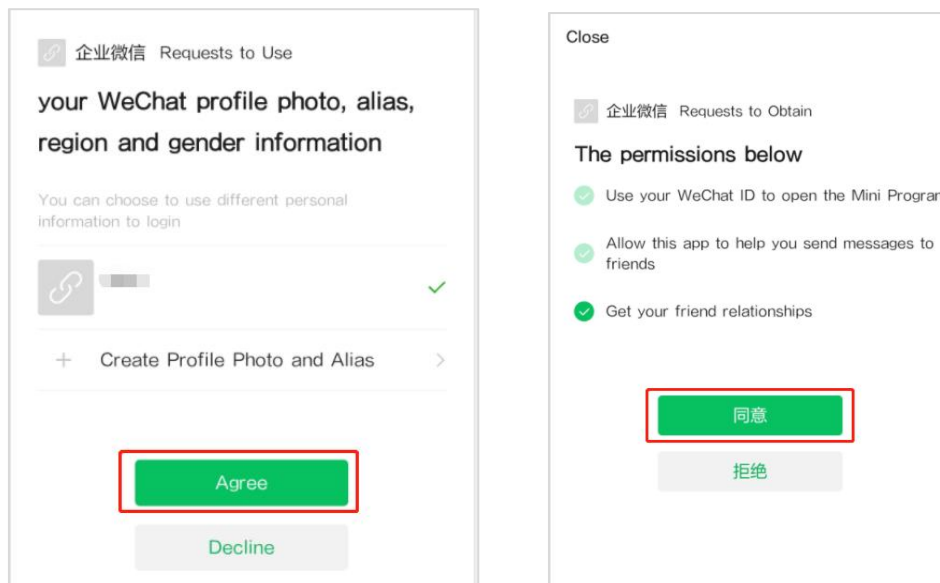
- (3) 点击按钮接受协议

please tick **"Agree"** to accept the agreement.



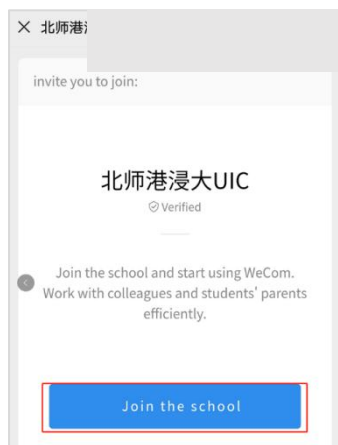
点击同意企业微信获得授权

Agree WeCom to obtain the WeChat permissions.



(4) 点击按钮加入学校企业微信

Choose Join the school



(5) 学生需填入自己本人的 BNBU 电邮账号和电邮完整地址

Fill in the BNBU Student email ID and BNBU full mail address

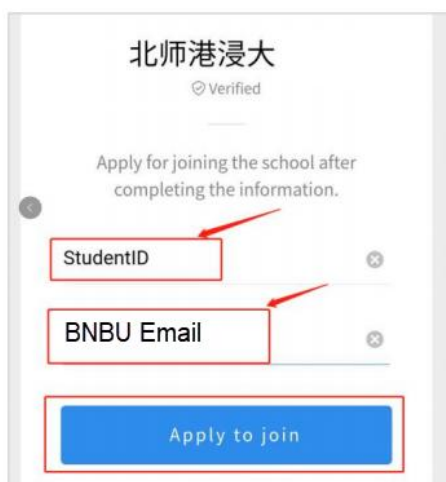
Student email ID: BNBU 学生都有一个统一的电子账号，适用于校内系统。该账号由 10 个字符构成，首字符为特定的“英文小写字母”（不同入学年份字母不同），后续 9 个字符为【学号】后 9 位数字（系统如果提示填入姓名或手机号码不用理会，

必须填入学生本人的 BNBU 电邮账号才能加入 BNBU 企业微信组织）

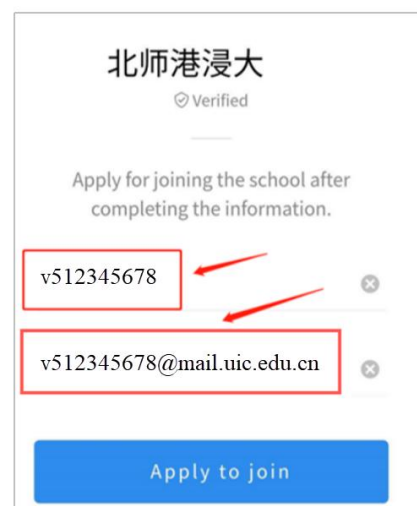
(If the system prompts you to fill in your name or mobile phone number, Please ignore, you must fill in your BNBU email account to join BNBU Wecom)

举例：某学生学号：2512345678，账号：v512345678

BNBU mail address: v512345678@mail.uic.edu.cn



Demo（填入示例）：

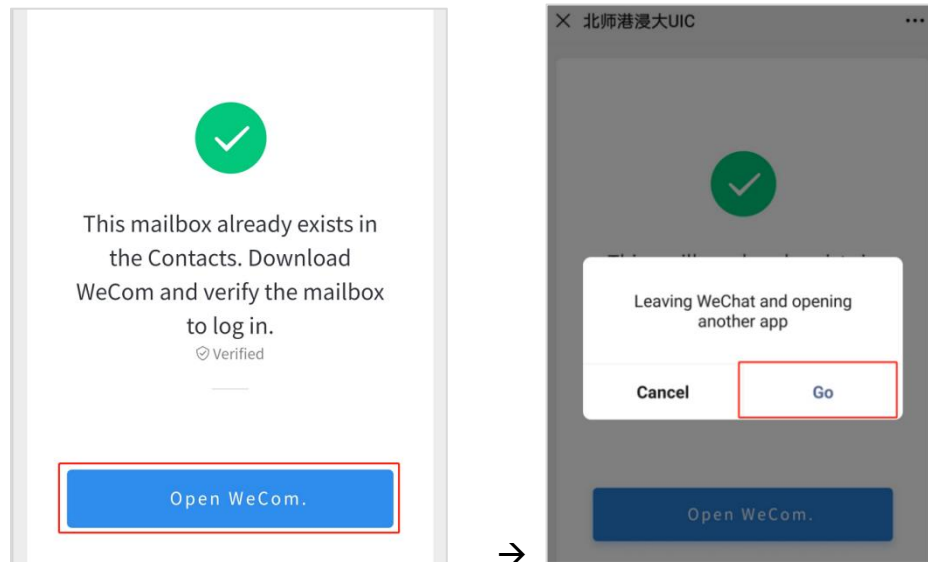


注意：图示是举例的账号，请学生填入自己本人对应的 BNBU 账号和 BNBU 电邮地址

Note: The illustration shows an example of an account. Please fill in your own BNBU account and BNBU email address

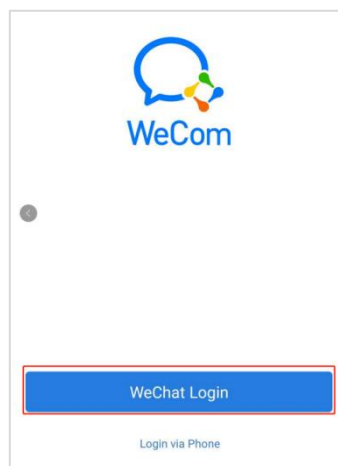
点击加入按钮 – 然后点击打开企业微信

Click button “Apply to join” – Then Click Open WeCom

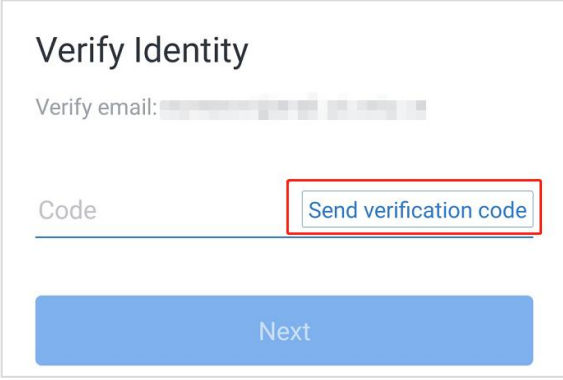


选择使用微信登录

Choose use WeChat to login WeCom



(6) 点击发送验证码 Click Send Verification code



Verify Identity

Verify email: [redacted]

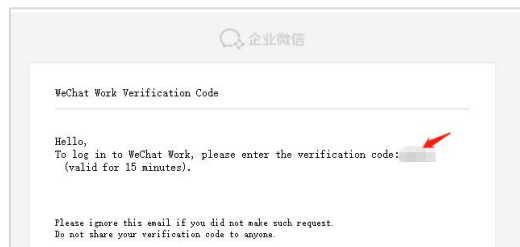
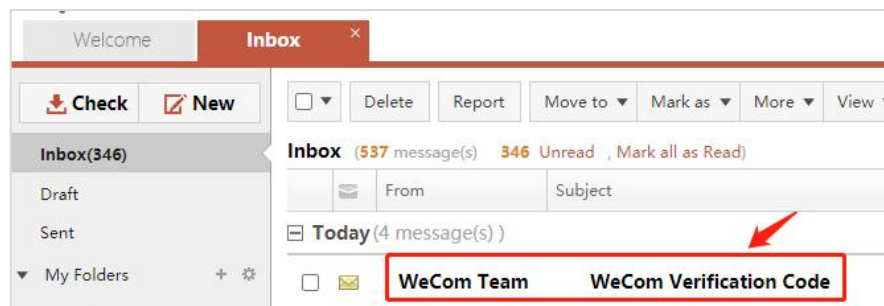
Code

[Send verification code](#)

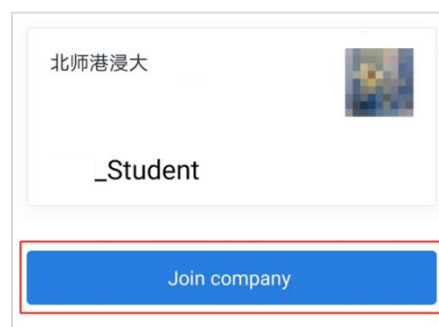
[Next](#)

- (7) 验证码会发到你的 BNBU 邮箱，请查收后在企业微信验证窗口输入

The verification code will be send to **your BNBU mailbox**, please check it and enter the code to WeCom

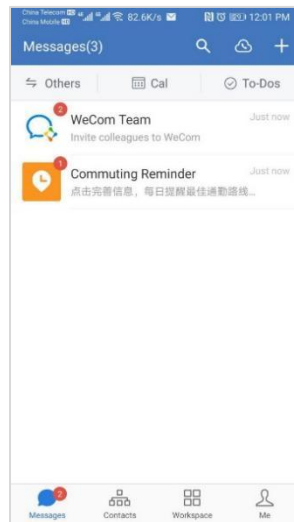


- (8) 激活完成点击加入 Activation be completed click “Join company”



- (9) 在企业微信主页看到菜单包括消息、通讯录、工作台等

You will see home page in WeCom, includes Message, Contact, workspace...

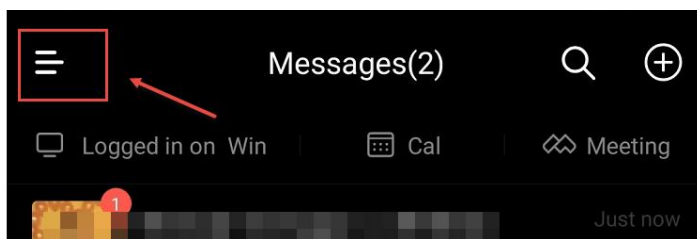


2 企业微信绑定手机号码 WeCom binding Mobile Phone Number

- (1) 请在企业微信绑定手机号码, 以后如果更换手机通过手机号码验证才能再次登录企业微信
 Please bind the mobile phone number in WeCom. After changing the mobile phone, you can log in WeCom again through the mobile phone number verification.
- (2) 设置 Setting

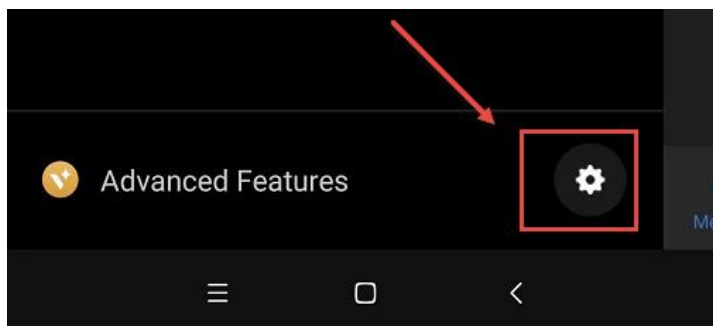
点击企业微信首页左上角按钮

Click the button in the upper left corner of the home page

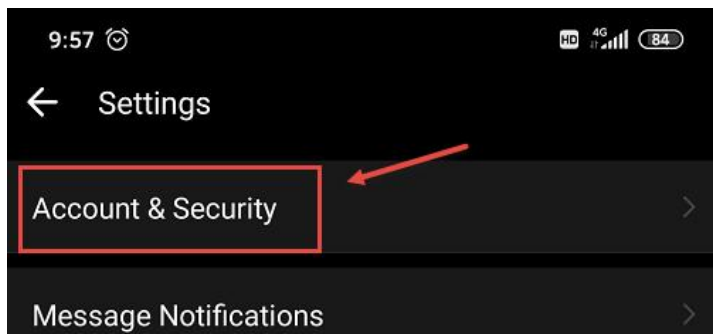


在弹出菜单点击右下角【齿轮】按钮

Then click the Gear button in the lower right corner of the pop-up menu

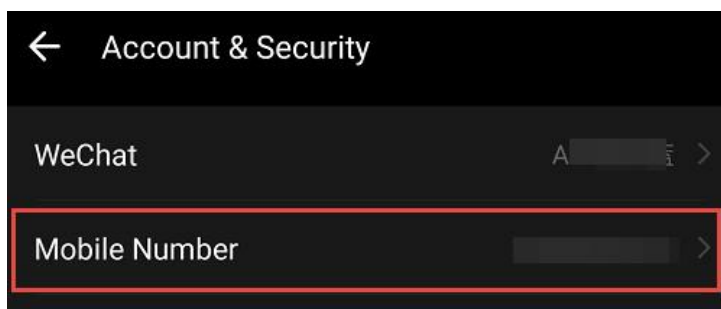


点击“账号与安全” Click Account & Security



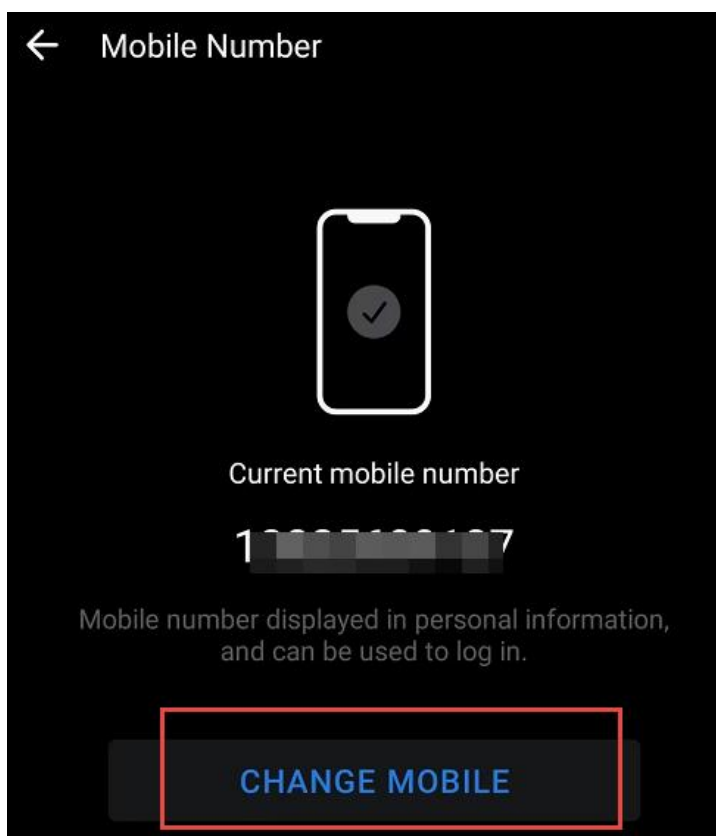
点击手机号并输入手机号

Click Mobile Number and enter the phone number



手机号绑定后可以自行变更

mobile phone number can be changed after binding



The End.

Prepared by ITSC