



# IT Services Training Team

IT Services Induction for  
New Students



WARWICK

# Registration

- ▶ Login name and password
  - [warwick.ac.uk/passwords](http://warwick.ac.uk/passwords)
  - The Campus Data Network
  - Email
  - Wireless network service
  - Intranet: [MyWarwick](#)
  - [My Warwick](#) App, for iOS and Android
  - [MyFiles](#)
  - [Library Resources](#)



# MY WARWICK

My Warwick puts the things you need to know into a single place. View your teaching timetable, keep on top of your coursework deadlines, check your emails and calendar, find yourself on the campus map, get bus times and traffic alerts, see a weather forecast, and more. Get alerts for your assignment deadlines, your library books due back, and more. And customise everything: choose the information you want to see, the alerts you want to receive, even your favourite colour scheme!



[Help and support](#)

Settings Home

## MY WARWICK

Account ?

### My Account

ctutor  
ctutor@live.warwick.ac.uk  
ctutor, undefined  
Staff, IT Services

[Account settings](#)

<h4>O365 Mail</h4> <p>Kelly Robinson survey Thu 13 Jul, 11:14</p> <p>California New My Documents Fri 30 Jun, 16:00</p>	<h4>O365 Calendar</h4> <p>Nothing to show.</p>
<h4>Weather</h4> <p>17° Partly cloudy for the hour.</p>	<h4>Library</h4> <p>Nothing to show.</p>
<h4>Events</h4> <p>Today 17:30-20:00 CTE Information evening Westwood Lecture Theatre, Teaching Centre +2 more</p>	<h4>Eating</h4> <p>£0.00</p>
<h4>Campus Map</h4>	<h4>Coursework</h4> <p>You are not enrolled on a course in Tabula or Moodle.</p>
<h4>Buses</h4> <p>11:47 11 from Interchange to Crown Hotel (Leamington)</p>	<h4>Teaching Timetable</h4> <p>You do not have a timetable as we couldn't find your University ID.</p>

Me Alerts Activity Search



Moodle is the University's online platform where your lecturers can share learning resources and activities with you to support your learning.

Your lecturers will select the activities and resources to share with you.

Access Moodle 24/7/365 at :  
**[moodle.warwick.ac.uk](http://moodle.warwick.ac.uk)**



# IT Services

- ▶ The Campus Data Network
  - Microsoft Office 2013/16
  - Specialist Applications – Software Centre
- ▶ Internet Access
  - Open Access Areas / Hubs
  - Student Residences
  - [Wireless Network](#)
    - Hotspot Secure, Resnet Secure
- ▶ Home Use Licences
  - [warwick.ac.uk/software](http://warwick.ac.uk/software)
- ▶ Privately-owned [systems support](#)



# Email

- Student email - Microsoft Office 365 service
- Official University email address, e.g.
  - [G.M.Jones@warwick.ac.uk](mailto:G.M.Jones@warwick.ac.uk)
- Logging in to your email account
  - MyWarwick (webmail.warwick.ac.uk )



# Regulations & Policies

## ▶ University Regulations

- [warwick.ac.uk/its/policies](http://warwick.ac.uk/its/policies)
- Regulations for Computer Use
- JANET acceptable use
- Code of conduct for use of public computer work areas
- ResNet Acceptable Use Policy
- Anti-Virus Policy

## ▶ Health & Safety

## ▶ Information Security

- e.g. Data Protection
- [warwick.ac.uk/gov/informationsecurity](http://warwick.ac.uk/gov/informationsecurity)



# Saving your Work

- ▶ Save your work frequently
- ▶ Ideally save to the H (Home): drive at Warwick
  - Regularly backed up by IT Services
  - Accessible via [MyFiles](#) link on MyWarwick
- ▶ Make backup copies
- ▶ **DO NOT SAVE TO THE HARD DRIVE**





# Training

- ▶ Free courses for students
- ▶ Qualifications
  - Microsoft Office Specialist (MOS)
- ▶ [warwick.ac.uk/itstraining](http://warwick.ac.uk/itstraining)



# Printing

- ▶ Laser Printers in [Open Access Work Areas](#) (Most provide colour and A3 printing)
- ▶ Print over wireless network
  - [warwick.ac.uk/wirelessprint](http://warwick.ac.uk/wirelessprint)
- ▶ Paying
  - Pre-paid credit scheme
    - Online with a credit or debit card from [warwick.ac.uk/printercredits](http://warwick.ac.uk/printercredits) or via Start.warwick



# Contact IT Services

- ▶ For help, contact the Help Desk
  - **Visit** the IT Services Drop-In Centre located on the first floor of the Library
  - **Phone** (024 765)73737
  - **Online Self Service** [warwick.ac.uk/itshelpdesk](http://warwick.ac.uk/itshelpdesk)
- For ResNet enquiries, phone ext 75000
- For information, visit IT Services web site [warwick.ac.uk/itservices](http://warwick.ac.uk/itservices)

