

Student Technology Guide

University of Wisconsin - Superior

2011-2012 Academic Year

Learning with Technology

This guide is designed to help you get a quick start in using technology for learning and in your daily life at UW-Superior. Technology Services provides and supports technology in campus classrooms and academic labs. Answers to some common frequently asked technology questions can be found on our website at <http://www.uwsuper.edu/technology/help/faqs/>. We also provide software you'll use, and connections to other learning resources. Contact Technology Services through the Technology Helpdesk in Swenson Hall 1061 near the main atrium, e-mail helpdesk@uwsuper.edu, or call 394-8300 or 800-806-2890.

Students living in the residence halls receive some technology services from ResNet, a service of Residence Life. ResNet provides computer network, cable TV, and computer labs in the residence halls. Visit ResNet in Yellowjacket Union room 26, or you can call extension 8439, or e-mail resnet@uwsuper.edu.

Using the E-Hive

My E-Hive is your gateway to university information and technology resources. You'll access the E-Hive through a link in the bottom right hand corner of the University home page at <http://www.uwsuper.edu>. You'll use the **My Student Center** link to register for classes, view your bill and financial aid information and view your grade reports. Step-by-step help on using the E-Hive functions is available at <http://www.uwsuper.edu/ehive>.

Your Username & Password

Campus User ID - your username and password are your keys to My E-Hive, My Email, Learn@UW-Superior, networked computers in campus labs and offices, and other technology resources. You can change your password through a link available when you log into your E-Hive account. Please keep your password secure and don't share it with others.

If you've never attended UW-Superior, a letter with your Campus User ID was sent to you from the appropriate admissions office (Undergraduate Admissions, Graduate Studies, Distance Learning Center, Extension admissions, or the International Students office). If you need assistance with your User ID or password, contact the Technology Helpdesk at 394-8300 or 1-800-806-2890.

Forgot Your Password? Go to the E-Hive login page to reset your password. Below the login boxes, you'll see a link titled "Account and Password Assistance" Follow that link to a page where you must enter personal identification information successfully to create a new password and unlock your account.

Campus Communication

Campus Email - Your UW-Superior My Email address is username@uwsuper.edu, where "username" is your Campus User ID. For example, if you are Jane Doe and have a Campus User Id of [jdoe](mailto:jdoe@uwsuper.edu), your email address is jdoe@uwsuper.edu.

You'll receive official communication on the Student Digest in your "My Email", so be sure to read mail regularly to stay informed. You can access your mail with Outlook in any campus lab—just click the Outlook icon on the computer desktop—or view your email on the Web. There is a link to the web version of My Email on the UWS "Current Students" page.

Learn@UWSuperior

Learn@UW-Superior is where you'll find online courses, class materials, discussions, and other resources for your courses. Access Learn@UW-Superior from a link in the bottom left hand corner of the university's home page at <http://www.uwsuper.edu> using your Campus User Id and password. Our Learn@UWSuperior Online Student Guide and video tutorials can be found at <http://www.uwsuper.edu/teachingtools/learn/student/index.cfm>.

Your Online Files

Each UW-Superior student has file storage space on the university network. Your online storage drive appears as the G: drive when you open the "My Computer" icon on Windows PCs in campus labs. You can save your work there, then retrieve it later in any lab. Our backup system ensures that your files will be there when needed. One-way access to your G: drive is available through your Outlook Web Access, for instructions on how to do this see our Email FAQs page - <http://www.uwsuper.edu/technology/help/faqs/email.cfm>.

Your Printing Account

Each UW-Superior student has a printing account on the campus network. This account is charged when you print documents in campus computer labs. The Student Technology Fee provides funds for \$30 worth of printing for each academic term. Charges are 10 cents per black & white page, or 50 cents per color page—color laser printing is available in the Swenson Hall 1021, JDH Library, and YU labs. If you exceed your allocation, you will be billed at the end of the term.

Symantec Antivirus—Free Protection for Your Computer

UW-Superior has licensed Symantec Antivirus software for Windows and Macintosh computers for all students. You may install the software on any of the personal computers you work on while you are enrolled at UW-Superior. Download the software from <http://www.uwsuper.edu/technology/help/tools-downloads/antivirus.cfm>. You'll need to log on with your Campus User ID and Password.

Technology Loan Services

The Technology Loan Services in Swenson Hall 1062, near the Technology Helpdesk, loans many different technology items to students, faculty, and staff for up to three days to meet short-term needs for campus-related activities. We recommend making an advance reservation for technology loans, as many items are in high demand. You can reserve items by calling 715-394-8300, e-mailing helpdesk@uwsuper.edu, or stopping by the Technology Helpdesk.

Good Deals on Computers and Software

2 companies—Apple and Dell—offer special discounts for computer purchases to UW-Superior students, faculty, and staff. To access these discount programs, visit <http://www.uwsuper.edu/technology/services/purchasing/students.cfm>.

Buy Your Software From WISC—and Save! Would you like to buy software at up to a 75% discount off retail? Discounted software packages and operating systems are available to you through WISC, the UW System's software cooperative. Order from WISC at <http://www.wisc.edu/wisc>.

Go Wireless

Nearly the entire campus has wireless coverage. Our wireless system is compatible with the 802.11b and 802.11g "Wi-Fi" network standard. And also 802.11n compatible in the Yellowjacket Union, the JDH Library, and Swenson Hall. You will be required to download a small security client (Cisco NAC) to access our wireless network. Once connected to our UW-Superior wireless network, your Web browser will display the wireless network login page when opened. Please use your standard Campus Id and password to log onto the wireless network. Check out the wireless map and more information on the Cisco NAC at - <http://www.uwsuper.edu/technology/resources/wireless.cfm>.