1

00:00:00,900 --> 00:00:06,040

Welcome to the student IT induction for De Montfort university

2

00:00:06,040 --> 00:00:11,160

or DMU for short in this presentation we will cover

3

00:00:11,160 --> 00:00:18,100

logging in to the online services, password self service system

4

00:00:18,100 --> 00:00:24,560

your personal online space called MyDMU, student e-mail

5

00:00:24,560 --> 00:00:30,020

blackboard - the virtual learning environment, library resources

6

00:00:30,020 --> 00:00:35,500

and printing services, campus Wi-Fi,

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00:00:35,500 --> 00:00:40,640

IT training, where to find support and who to contact for help with IT.

8

00:00:40,640 --> 00:00:45,740

The university website

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00:00:45,740 --> 00:00:50,760

is located at DMU.ac.uk and contains all the information you need during your time with us.

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00:00:50,760 --> 00:00:56,240

to access your personal information portal

11

00:00:56,240 --> 00:01:01,000

called MyDMU from the DMU web page

12

00:01:01,000 --> 00:01:04,000

click current students

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00:01:04,000 --> 00:01:10,000

then click my DMU

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00:01:10,000 --> 00:01:16,000

Select the student option

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00:01:16,000 --> 00:01:19,000

click accept.

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00:01:19,000 --> 00:01:23,000

and the MyDMU login screen will launch

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00:01:23,000 --> 00:01:26,000

If you do not know what your default log in details are contact the

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00:01:26,000 --> 00:01:32,000

ITMS service desk by e-mail or by telephoning extension

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00:01:32,000 --> 00:01:37,000

six zero five zero.

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00:01:37,000 --> 00:01:43,000

When accessing other DMU systems, you may be presented with the single sign on screen.

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00:01:43,000 --> 00:01:47,000

Simply enter your student username and password as normal. It is recommended

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00:01:47,000 --> 00:01:54,000

that you change your default password to something that is more secure via the change password

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00:01:54,000 --> 00:01:59,000

tile in my DMU. Alternatively you can type

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00:01:59,000 --> 00:02:06,000

password.dmu.ac.uk. in your web browser to access the password self service.

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00:02:06,000 --> 00:02:11,000

Here you can change your password to something more secure, set

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00:02:11,000 --> 00:02:18,000

security questions which are used to recover a forgotten password, or reset your password.

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00:02:18,000 --> 00:02:23,000

My DMU contains personalised information. For example your

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00:02:23,000 --> 00:02:29,000

timetable, personal details, your course details and so on. This

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00:02:29,000 --> 00:02:34,000

information can only be accessed by you. Your home screen also gives

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00:02:34,000 --> 00:02:42,000

you quick access to your e-mails, Blackboard, printing accounts and much more.

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00:02:42,000 --> 00:02:47,000

You can access your student e-mail account from the link in my DMU. Your

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00:02:47,000 --> 00:02:53,000

e-mail address is your student ID number @my365.dmu.ac.uk

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00:02:53,000 --> 00:02:58,000

students should use this account

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00:02:58,000 --> 00:03:04,000

for all university e-mail communication. Academic staff are not

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00:03:04,000 --> 00:03:09,000

able to respond to e-mails from personal accounts. Questions about the e-mail system

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00:03:09,000 --> 00:03:15,000

should be e-mailed to office365feedback@dmu.ac.uk

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00:03:15,000 --> 00:03:20,000

Blackboard is a web based virtual

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00:03:20,000 --> 00:03:25,000

learning environment or VLE used at DMU to support teaching,

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00:03:25,000 --> 00:03:30,000

learning and assessment. Blackboard provides access to online learning materials

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00:03:30,000 --> 00:03:35,000

from any compatible computer with Internet access. It enables

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00:03:35,000 --> 00:03:41,000

you to continue your learning activities, collaborate, and access resources away

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00:03:41,000 --> 00:03:46,000

from the classroom. Blackboard can be accessed by the link in myDMU

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00:03:46,000 --> 00:03:52,000

or by typing vle.dmu.ac.uk

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00:03:52,000 --> 00:03:57,000

into your web browser. This is the blackboard landing page

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00:03:57,000 --> 00:04:03,000

it's personalised to your enrolment details. Each module

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00:04:03,000 --> 00:04:08,000

on which you are enrolled has it's own online space which can be accessed from the my

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00:04:08,000 --> 00:04:13,000

modules panel. When you click on the module name you'll be taken to

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00:04:13,000 --> 00:04:18,000

the virtual learning environment for that specific module. Your module

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00:04:18,000 --> 00:04:23,000

tutors will explain how you will be expected to use the blackboard learning environment

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00:04:23,000 --> 00:04:28,000

in each of your modules. For more detailed information about the basic

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00:04:28,000 --> 00:04:34,000

functionality of blackboard, click the user guide tab which will take you to the student

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00:04:34,000 --> 00:04:40,000

support for learning technology site. The student support for learning technology

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00:04:40,000 --> 00:04:45,000

site contains basic how to guides concerning the core functions of

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00:04:45,000 --> 00:04:50,000

blackboard and associated teaching, learning and assessment technologies.

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00:04:50,000 --> 00:04:55,000

You may be required to submit your written work electronically through Turnitin.

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00:04:55,000 --> 00:05:00,000

This software assists academic staff in identifying potential plagiarism,

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00:05:00,000 --> 00:05:06,000

collusion and other academic offences. It may also be used to grade your

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00:05:06,000 --> 00:05:11,000

work and provide feedback. Your module tutors will advise

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00:05:11,000 --> 00:05:16,000

you on the procedure for submitting your written work and for viewing your feedback and

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00:05:16,000 --> 00:05:21,000

grades in each of your modules. All of your staff lead

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00:05:21,000 --> 00:05:26,000

classroom sessions will be recorded so that you can revisit them. This system

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00:05:26,000 --> 00:05:32,000

is called DMU replay. Your model tutors will explain how DMU

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00:05:32,000 --> 00:05:37,000

replay will be used in practice. The Kimberlin library

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00:05:37,000 --> 00:05:42,000

has a range of IT services available. Wi-Fi across all spaces,

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00:05:42,000 --> 00:05:47,000

hundreds of computer work stations with a wide range of software installed,

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00:05:47,000 --> 00:05:52,000

assistive technologies, syndicate rooms with digital multimedia hardware,

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00:05:52,000 --> 00:05:58,000

laptop loans and the IT help desk which is on the first floor and

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00:05:58,000 --> 00:06:04,000

available during office hours. Printers are available in all student areas.

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00:06:04,000 --> 00:06:09,000

You can use your student card to print from any machine on campus. You can

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00:06:09,000 --> 00:06:14,000

manage your printing and print top-up online at printing.dmu.ac.uk

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00:06:14,000 --> 00:06:20,000

You can also print content from your mobile

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00:06:20,000 --> 00:06:24,000

device. For information about mobile printing visit

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00:06:24,000 --> 00:06:30,000

mobileprint.dmu.ac.uk. For more information

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00:06:30,000 --> 00:06:35,000

on how to print or top-up your print credits, see the printing help sheet which can be found in

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00:06:35,000 --> 00:06:41,000

the Kimberlin library. DeMontfort university's campus wide Wi-Fi

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00:06:41,000 --> 00:06:46,000

is provided by Eduroam. It is completely free to access and use

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00:06:46,000 --> 00:06:51,000

with a one-time only sign on. It's compatible with the broad range of devices

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00:06:51,000 --> 00:06:57,000

and operating systems. Eduroam Wi-Fi is available anywhere you see the Eduroam

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00:06:57,000 --> 00:07:02,000

logo. This includes other universities and educational locations. Paper

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00:07:02,000 --> 00:07:07,000

based help guides are available to show you how to connect to Eduroam. These can be

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00:07:07,000 --> 00:07:12,000

found in all student learning zones and the Kimberley library. Online help

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00:07:12,000 --> 00:07:19,000

can be found at eduroam.dmu.ac.uk

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00:07:19,000 --> 00:07:24,000

All students have access to Microsoft office 365 which is a suite of

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00:07:24,000 --> 00:07:30,000

Microsoft software tools such as word, power point, excel and so on.

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00:07:30,000 --> 00:07:36,000

You can access your account from the office 365 tab on my DMU.

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00:07:36,000 --> 00:07:41,000

You can download office 365 software for free on up to five computers and five

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00:07:41,000 --> 00:07:46,000

mobile devices. Your copy of office 365 will remain active

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00:07:46,000 --> 00:07:52,000

until you graduate. The Microsoft imagine academy

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00:07:52,000 --> 00:07:57,000

provides free access to online training for Microsoft software whilst you're

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00:07:57,000 --> 00:08:02,000

a student at De Montfort University. There are over fifteen hundred courses available

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00:08:02,000 --> 00:08:08,000

in many different languages. You can enroll on up to three courses at one time and

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00:08:08,000 --> 00:08:13,000

have 150 days to complete the course once it's started. For more information

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00:08:13,000 --> 00:08:19,000

and to enroll on a course, see the Microsoft Academy guide in the DMU

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00:08:19,000 --> 00:08:24,000

lib guides portal. iDEA is a national project that helps

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00:08:24,000 --> 00:08:29,000

you badge your digital capabilities. Through a series of online challenges.

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00:08:29,000 --> 00:08:34,000

you can gain industry recognised awards that will boost your CV and enhance

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00:08:34,000 --> 00:08:39,000

your employability. The DMU digital program is linked

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00:08:39,000 --> 00:08:45,000

with the iDEA program. To access it, sign up at

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00:08:45,000 --> 00:08:51,000

idea.org .uk. Click - have a badge code, enter

100

00:08:51,000 --> 00:08:56,000

the badge code, and click REDEEM to get your DMU digital

101

00:08:56,000 --> 00:09:01,000

badge and your first points. There are many ways

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00:09:01,000 --> 00:09:07,000

in which you can access IT support at DMU. The main IT support portals are

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00:09:07,000 --> 00:09:13,000

the IT induction and support lib guide; the ITMS service desk;

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00:09:13,000 --> 00:09:18,000

the IT services tile on my DMU; and the Kimberlin

105

00:09:18,000 --> 00:09:23,000

library first floor help desk. Thank you for listening to this induction

106

00:09:23,000 --> 00:09:27,960

presentation. We hope you enjoy your time with us at DMU.