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

welcome to the student IT induction for de Montfort university or

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

DMU for short in this presentation we will cover

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00:00:11,000 --> 00:00:17,000

logging in to the online services, password self service system.

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00:00:17,000 --> 00:00:25,000

your personal online space called My DMU student e-mail

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

blackboard, the virtual learning environment library resources and printing services

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00:00:30,000 --> 00:00:37,000

campus Wi-Fi, IT training.

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

where to find support and who to contact for help with IT

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00:00:42,000 --> 00:00:48,000

university website is located at DMU dot AC dot UK.

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00:00:48,000 --> 00:00:53,000

and contains all the information you need during your time with us.

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00:00:53,000 --> 00:01:00,000

to access your personal information portal called My DMU from the DMU web page

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00:01:00,000 --> 00:01:05,000

click the current students tab and then click my

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00:01:05,000 --> 00:01:10,000

DMU. if you require an accessible version of the my dmu hub

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00:01:10,000 --> 00:01:15,000

select the students accessibility option. otherwise select

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00:01:15,000 --> 00:01:22,000

the student option and the my dmu log in screen will launch.

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00:01:22,000 --> 00:01:27,000

if you do not know what your default log in details are, contact the IT MS service

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00:01:27,000 --> 00:01:33,000

desk via e-mail or by telephoning extension six zero five zero

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00:01:33,000 --> 00:01:38,000

when accessing other DMU systems

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00:01:38,000 --> 00:01:43,000

you may be presented with the single sign on screen. simply enter your student

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00:01:43,000 --> 00:01:49,000

username and password as normal. it is recommended

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00:01:49,000 --> 00:01:54,000

that you change your default password using the IT services tab in my

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

DMU. alternatively you can type password dot DMU

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00:01:59,000 --> 00:02:04,000

dot AC dot UK in your web browser to access the password self

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00:02:04,000 --> 00:02:10,000

service. here you can change your password to something more secure, set

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00:02:10,000 --> 00:02:17,000

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

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00:02:17,000 --> 00:02:23,000

my DMU contains personalised information. for example your timetable,

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00:02:23,000 --> 00:02:28,000

personal details, your course details, and so on. this information

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00:02:28,000 --> 00:02:33,000

can only be accessed by you. your home screen also give you a quick access

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00:02:33,000 --> 00:02:40,000

to your e-mails, blackboard, printing account and much more.

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00:02:40,000 --> 00:02:45,000

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

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00:02:45,000 --> 00:02:50,000

your e-mail address is your student ID number @

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00:02:50,000 --> 00:02:56,000

my365.DMU.ac .uk. students should

32

00:02:56,000 --> 00:03:01,000

use this account football university e-mail communication academic

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00:03:01,000 --> 00:03:06,000

staff are not able to respond to e-mails from personal accounts. questions

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00:03:06,000 --> 00:03:11,000

about the e-mail system should be e-mailed to office three six five feedback

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00:03:11,000 --> 00:03:16,000

@DMU.ac.uk. Black board is

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00:03:16,000 --> 00:03:21,000

a web based virtual learning environment or VLE. used

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00:03:21,000 --> 00:03:26,000

at DMU to support teaching and learning and assessment blackboard provides

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00:03:26,000 --> 00:03:31,000

access to online learning materials from any compatible computer with Internet

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00:03:31,000 --> 00:03:37,000

access. it enables you to continue your learning activities, collaborate,

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00:03:37,000 --> 00:03:42,000

and access resources away from the classroom. Blackboard can be accessed

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00:03:42,000 --> 00:03:47,000

via the link in my DMU or by typing

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00:03:47,000 --> 00:03:52,000

vle.dmu.ac .uk directly into your web browser.

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

this is a blackboard landing page. it's personalised to your enrolment

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00:03:57,000 --> 00:04:02,000

details. each module on which you are enrolled has it's own

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00:04:02,000 --> 00:04:08,000

online space, which can be accessed from the my modules panel.

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00:04:08,000 --> 00:04:14,000

when you click on the module name. you'll be taken to the virtual learning environment for that specific

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00:04:14,000 --> 00:04:19,000

module. your module tutors will explain how you will be expected

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00:04:19,000 --> 00:04:24,000

to use the blackboard learning environment in each of your modules. for

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00:04:24,000 --> 00:04:29,000

more detailed information about the basic functionality of blackboard click the user

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00:04:29,000 --> 00:04:35,000

guide tab which will take you to the student support for learning technology site.

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00:04:35,000 --> 00:04:41,000

the student support for learning technology site contains basic how to guides

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00:04:41,000 --> 00:04:48,000

concerning the core functions of blackboard and associated teaching and learning and assessment technologies.

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00:04:48,000 --> 00:04:53,000

you may be required to submit your written work electronically through turnitin

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00:04:53,000 --> 00:04:59,000

this software assists academic stuff in identifying potential plagiarism,

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00:04:59,000 --> 00:05:04,000

collusion, or other academic offences. it may also be used to grade your work

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00:05:04,000 --> 00:05:10,000

and provide feedback. your module tutors will advise you on the procedure

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00:05:10,000 --> 00:05:15,000

for submitting your written work and for viewing your feedback and grades in

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00:05:15,000 --> 00:05:20,000

each of your modules. all of your staff lead classroom sessions

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00:05:20,000 --> 00:05:26,000

will be recorded so that you can revisit them. the system is called DMU replay.

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00:05:26,000 --> 00:05:33,000

your module tutors will explain how DMU replay will be used to practice.

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00:05:33,000 --> 00:05:38,000

The Kimberlin library has a range of IT services available.

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00:05:38,000 --> 00:05:44,000

Wi FI across all spaces, hundreds of computer work stations with a wide range

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00:05:44,000 --> 00:05:49,000

of software installed. assistive technologies, syndicate rooms

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00:05:49,000 --> 00:05:54,000

with digital multi media hardware, laptop loans, and the IT help

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00:05:54,000 --> 00:05:59,000

desk which is on the first floor and available during office hours. printers

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00:05:59,000 --> 00:06:04,000

are available in all student areas. you can use you student card to print

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00:06:04,000 --> 00:06:10,000

from any machine on campus. you can manage your printing and print top

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00:06:10,000 --> 00:06:15,000

up online, at printing.dmu.ac.uk.

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00:06:15,000 --> 00:06:21,000

you can also print content from your mobile device. for information about mobile printing

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00:06:21,000 --> 00:06:27,000

visit mobileprint.dmu.ac.uk

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00:06:27,000 --> 00:06:32,000

for more information on how to print or top up your print credits see the printing help sheet which

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00:06:32,000 --> 00:06:38,000

can be found in the Kimberlin library. De montfort university's campus wide

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00:06:38,000 --> 00:06:43,000

Wi-Fi is provided by Eduroam. it is completely free to access

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00:06:43,000 --> 00:06:48,000

and use, with a one time only sign on. it's compatible with a

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00:06:48,000 --> 00:06:53,000

broad range of devices and operating systems. Eduroam Wi-Fi is available.

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00:06:53,000 --> 00:06:59,000

anywhere you see the Eduroam logo. this includes all the universities and educational

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00:06:59,000 --> 00:07:04,000

locations. paper based help guides are available to show you how to connect to Eduroam.

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00:07:04,000 --> 00:07:10,000

These can be found in all student learning zones and the Kimberley library.

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online help can be found at eduroam.dmu.ac.uk

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00:07:17,000 --> 00:07:22,000

all students have access to Microsoft office three six five which is a suite

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00:07:22,000 --> 00:07:28,000

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

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00:07:28,000 --> 00:07:34,000

you can access your account from the office three six five tab on MyDMU

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you can download office three six five software for free on up to five computers and

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00:07:39,000 --> 00:07:44,000

five mobile devices. your copy of office three six five will remain

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00:07:44,000 --> 00:07:49,000

active until you graduate. there are a number of office three

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00:07:49,000 --> 00:07:54,000

six five online support resources available to you.

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00:07:54,000 --> 00:07:59,000

If you have any problems accessing office three six five. you can e-mail

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00:07:59,000 --> 00:08:05,000

office365feedback@dmu.ac.uk

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00:08:05,000 --> 00:08:10,000

or contact the ITMS service desk by phone or email.

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00:08:10,000 --> 00:08:17,000

there are many ways in which you can access IT support at DMU. the main IT

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00:08:17,000 --> 00:08:20,000

support portals are the IT induction and support lib-guide.

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00:08:20,000 --> 00:08:27,000

the ITMS service desk, the IT services tile on myDMU

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00:08:27,000 --> 00:08:32,000

and the Kimberlin library first floor help desk.

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00:08:32,000 --> 00:08:38,920

thank you for listening to this induction presentation. we hope you enjoy your time with us at DMU