# **WPconnect**

WPconnect is William Paterson University's web portal. Visit <a href="https://www.wpunj.edu">www.wpunj.edu</a> and click on the WPconnect link (top center) or go directly to <a href="www.wpunj.edu/wpconnect">www.wpunj.edu/wpconnect</a> and login with your WPU username and password.

#### Username/ID Look Up

- Your Student ID, username, and email address were provided to you in your Admissions acceptance packet.
- If you've forgotten your Student ID, username, or email address you can retrieve them using the Lookup tool located at <a href="https://www.wpunj.edu/username">www.wpunj.edu/username</a>.

#### Password

- Your initial WPU account password is your Student ID number. Forgotten ID numbers can be retrieved using the Lookup tool above.
- 2. Use all nine numbers with no spaces or hyphens.

#### Why do I need to use my WPU email account?

It is WPU policy that you use your WPU email regularly as your account is a key to information from a variety of WPU offices, student/professor communication, and interaction with your advisor. Sometimes, it will be required to successfully complete your classes. Email is an official form of communication at William Paterson University unless otherwise prohibited by law. The University reserves the right to send official communications to students by email with the full expectation that students will receive email, read these emails and respond accordingly in a timely fashion.

#### Can I get my WPU email sent to my phone?

You can set up to receive and send your WPU email to your own personal devices. For instructions on how to set up your own devices click here for <u>IOS</u> users or click here <u>android</u> users.

# **Wireless Access**

Wireless access is available in various locations throughout the campus. For more information on the campus Wi-Fi or how to connect your device please click here.

# MS Office 365

Students can now have Microsoft Office software on their own personal computers which means that they will always be compatible with faculty computers. Students can download a copy by going here.

Students are now able to create, edit, and share their Office files from any browser. They can even share and work on docs at the same time as others and avoid versioning hassles later. Office 365 does an excellent job of showing who is concurrently authorizing a document and the specific changes each author makes. Office 365 is in the cloud so students can get to these applications and files from virtually an device. To access Office 365 go directly to <a href="https://www.wpunj.edu/365">www.wpunj.edu/365</a>

# **Printing**

#### Printing

All registered WPUNJ student accounts will be allotted a printing quota at the start of the fall semester of \$15 per academic year (fall, spring and summer) After the \$15 per year quota is depleted, printing charges may be paid by using Pioneer Express associated with your school ID card. More information can be found here.

#### Web Printing

Uniprint Web Print is available through "My Print Center" (<a href="www.wpunj.edu/webprint">www.wpunj.edu/webprint</a>) and provides students the option to upload documents directly from their personal computers and mobile devices to print from any release station on the William Paterson University campus. My Print Center can be accessed from any browser and does not require installing software or print drivers on the device.

#### Poster Printing

If you need to print a poster for a project for a class, the WPU Print Shop can assist you. Simply take your file and make a payment with your Pioneer Express Card or check. For more information and location of the WPU Print shop click <a href="here">here</a>.

# **Technology Resources**

### **Student Computing Resources**

WPU has public computing labs equipped with the latest hardware, software and internet services. In addition, WPU has a bring-your-own-device lab located in Atrium 122 with extra electrical access for consistent charging. Hours of many labs open from 8am until 10pm! Computer availability can be found by going to <a href="https://www.wpunj.edu/ca">www.wpunj.edu/ca</a>

#### IT Wiki

The IT Wiki houses technical documentation, how-tos, and step-by-step instructions related to a wide variety of technology services offered by William Paterson University. Many articles include easy to follow screenshots, pictures, and videos to illustrate instructions For more information visit <a href="www.wpunj.edu/itwiki">www.wpunj.edu/itwiki</a>.

#### Web Help Desk

The ticketing system will allow anyone with a valid WPU username and password to create their own ticket to send to the IT Help Desk. Based on the Request Type selected, the ticket will be directed to the appropriate Technical Support area. Once received, the department will research and resolve the issues reported. For more information on Web Help Desk tickets visit www.wpunj.edu/helpdesk

#### **Technology Consultants**

Technology Consultants (TCs) work in public computing labs across campus in a program that serves as a national model for universities. TCs assist members of the community with technical problems. Visit our Web site here.

#### Want to become a TC?

Click <u>here</u> and click "Apply to the Technology Consultant program" for an application and instructions.

#### Media Collection

The Media Services department is located on the 1st floor of the Cheng Library housing a collection containing materials from all academic disciplines in a variety of formats with over 19,000 DVDs and videotapes, audio CDs, CD-Roms, 16mm films, kits, and games, In addition, various technology equipment is available for circulation which includes wireless laptops, iPads, digital recorders, digital cameras, student response systems (clickers), and portable projectors. To borrow any of the listed equipment please create a Web Help Desk ticket and select equipment lending. Once processed, your items will be ready for pick up.

#### **NJVID**

NJVID <u>www.njvid.net</u> gives you access to over 4,500 academic video titles. To access, login with your WPU email username and password. Then select William Paterson University Collection under Collections.

# Blackboard (Bb)

Blackboard is WPU's Course Management System for both traditional and online classes. Almost every professor uses Bb. Professors will post their syllabi, course materials, quizzes, grades and collect assignments through Bb. You can access Blackboard by going directly to <a href="www.wpunj.edu/bb">www.wpunj.edu/bb</a> Your Bb password will always be the same as your WPU email password. Change your WPU email password and your Bb password will be changed as well. You can change your password in any Public Lab.

Where do I go for help with Bb—just in case? Go to www.wpunj.edu/itwiki and click on the Blackboard-Student or Blackboard-Student FAQ link. If already logged into Bb, just click on the Student Support tab at the top. If you need personal help, use the Web Help Desk at www.wpunj.edu/helpdesk.

### Residence Hall IT Services

Students residing in campus residence halls have access to over 70 cable TV channels, and in-room Internet access.

#### How can I access the Internet from my room?

Visit the IT Wiki (<a href="www.wpunj.edu/itwiki">www.wpunj.edu/itwiki</a>) and search "Getting Started: Wireless".

#### Philo IPTV

Philo IPTV (TV on your computer over the WIFI network) is now available for Resident Students. It provides on campus students the opportunity to stream live television programming including sports, news and popular television series directly to their devices anywhere on campus. The service now includes the ability to DVR hours of entertainment. Those who do not live on campus may still use the service while on campus to watch non-premium, broadcast, channels. To start enjoying IPTV, students log in at <a href="https://www.wpunj.edu/tv">www.wpunj.edu/tv</a>. Philo instantly validates students' university credentials so there's no wait to get started.

#### ResNet Office:

The ResNet Office provides internet connectively assistance to residence students. The technicians will assist students connecting computers and devices to campus network

# Are there any Campus Network restrictions I should be aware of?

All students utilizing Campus Network must NOT engage in activity outside the limits of access that have been authorized for them. Failure to do so could result in legal prosecution. For additional information go <a href="here">here</a>.

### **Copyright Information**

In August 2008, the Higher Education Opportunity Act (HEOA) was signed into law. The law established new federal requirements designed to deter copyright infringement. If you use P2P to share copyrighted songs, movies or software without permission, you are breaking the law.

YOU SHOULD BE AWARE THAT THOSE FOUND GUILTY FACE PENALTIES RANGING FROM \$750 - \$150,000 PER FILE.

Specifically, the section on Legal Requirements Affecting Information Resources and Services addresses compliance with applicable laws and prohibits the use of the WPU network for copyright infringement. Legal alternatives can be found at <a href="https://www.wpunj.edu/legalonlinecontent">www.wpunj.edu/legalonlinecontent</a>.

The University maintains a copyright policy and guidelines for usage of copyrighted materials in teaching and learning. You might want to review the section on Student Ownership. The policy is available here.

