

# INTRODUCTION TO CAMPUS TECHNOLOGY

**Spring 2021**

Office of Technology Services

<http://ots.iit.edu>

# Illinois Tech Personal IDs

## 1. Unified ID (U-ID) **jdoe01**

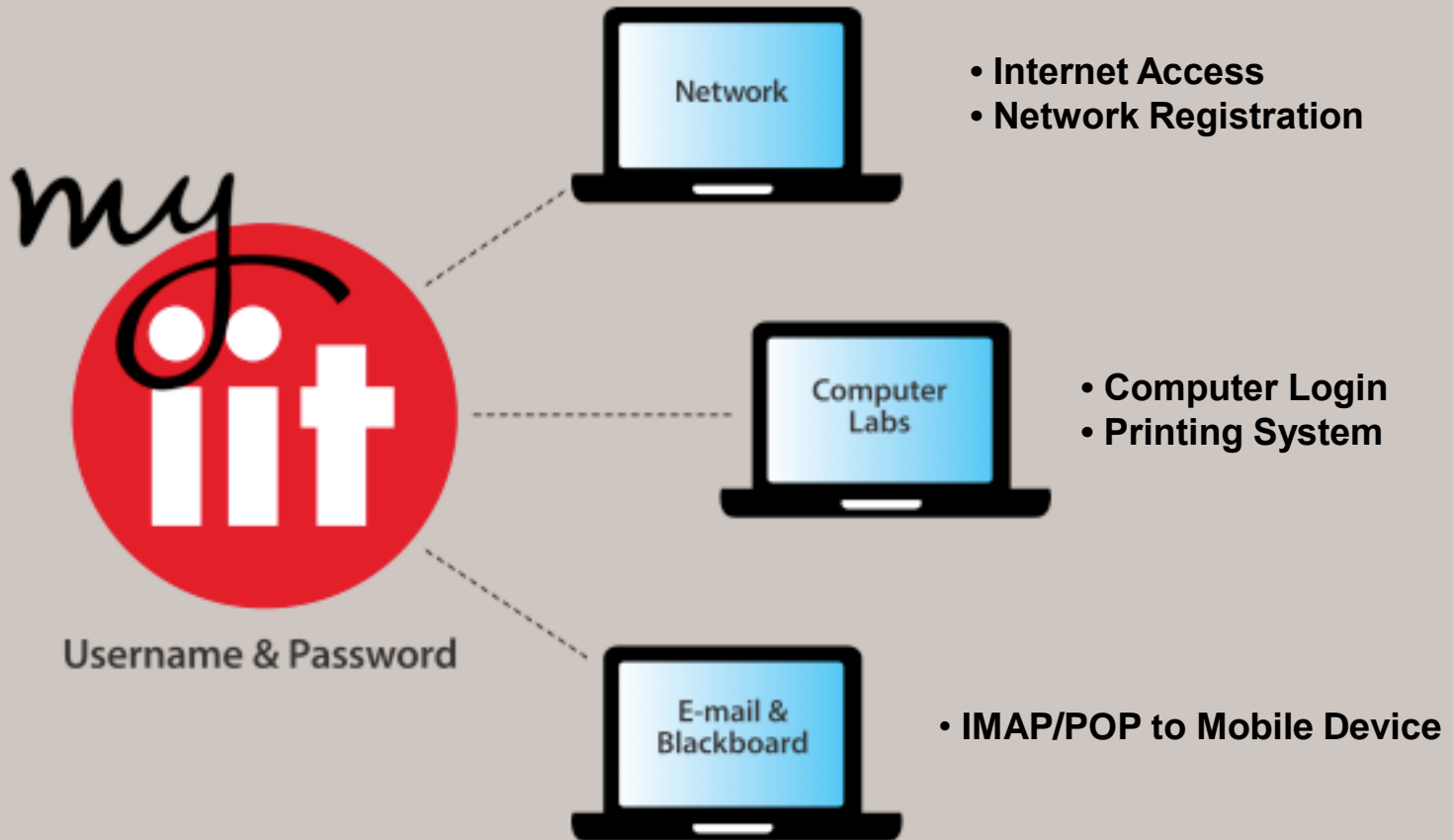
- Personal username used to access most campus systems.
- E-mail Username

## 2. Banner CWID **A20000010**

- Personal ID number
- Refer to your HawkCard or myIIT



# Technology Account



# Navigating myIIT

- **Tabs & Channels:**

- “Welcome” — IIT Today & Personal ID Numbers
- “Academics” — Banner Student Self Service & Enrollment Verification
- “Finances” — Manage Account, Financial Aid & IIT Print
- “Training and Support” — OTS Downloads & Google Apps Account Maintenance

- **Customize Layout**

- **Single Sign On Icons:**

- Google Apps
- Blackboard
- VCL
- OTS Support







# ILLINOIS INSTITUTE OF TECHNOLOGY



Illinois Tech Login

Username:

Password:

LOGIN

 [Forgot your password?](#)



Student Orientation, Advisement, and Registration



- Welcome
- Academics
- Student Life
- Finances
- Athletics
- Research
- Training and Support

## MyIIT Profile



Test Student  
User ID: astuden3  
Hawk ID: A20139565

[View Contact Information](#)

## Google Mail

astuden3@hawk.iit.edu

		Subject
>		Password reset
>		new mouse
>		keyboard broke
>		Cannot access myRoom
>		voicemail reset

## My Courses

You are not taking any courses this term

## Google Calendar

Calendars ▾

astuden3@hawk.iit.edu

1/6/2019 - 1/12/2019

SUN	MON	TUE	WED	THU	FRI	SAT
No events for this day	No events for this day	No events for this day	No events for this day	No events for this day	No events for this day	No events for this day

## Quick View

- ✓ GPA
- Credit Hours
- \$ Next Bill Due Date
- HawkCard Balances
- Holds(0)
- Registration Pin(s)

## Announcements

### Announcements

All ▾

You currently have no announcements.

☐ Show Hidden

## Feedback

Please provide your feedback:



Welcome

Academics

Student Life

Finances

Athletics

Research

Training and Support

## TutorTrac for Student

### MAIN PAGE FOR TUTORTRAC

<https://tutortrac.iit.edu/>

[Search Availability](#)  
[Visit History](#)  
[View Course Evaluation History](#)

## Academic Profile

No data found.

## Student Grades

No data found.

## Enrollment Verification

### Official Certificates of Current and Historical Enrollment



Students with valid SSNs can view real-time loan information. See [enrollment certification](#) for more details.

## Student Resources

- [Academic Calendar](#)
- [Academic Programs - Graduate](#)
- [Academic Programs - Undergraduate](#)
- [Academic Resource Center](#)

## Registration Tools

[Registration Status](#)  
[Look Up Classes](#)  
[Add or Drop Classes](#)  
[Change Class Options](#)



## Course Evaluation

Illinois Tech is taking a new approach for end-of-term course evaluations for Spring 2018. Instead of using a channel in the portal, students received an email link for each of their courses to complete the surveys.

Chicago-Kent College of Law and the Institute of Design will not be using this platform at this time.

Email notifications to students started April 10, 2018. The survey closes April 29, 2018 11:59 PM. Non-respondents will receive intermittent email reminders throughout that window.

For technical or performance issues, please contact the Support Desk at [supportdesk@iit.edu](mailto:supportdesk@iit.edu).

For questions about the new process, please contact the Office of the Registrar at [registrar@iit.edu](mailto:registrar@iit.edu) or the Office of Digital Learning [Digital\\_Learning@iit.edu](mailto:Digital_Learning@iit.edu).

## Banner Self Service

## Undergraduate Academic Affairs



Undergraduate Student  
DegreeWorks  
[click here](#)

[Undergraduate Degree Works for Students](#)  
[Undergraduate Leave of Absence and Withdrawal](#)  
[Undergraduate Request for an Academic Audit](#)  
[Undergraduate Application for Graduation \(Degree Conferral\)](#)  
[Undergraduate Bulletin](#)  
[Undergraduate Academic Affairs](#)  
[Co-Terminal Degree Program Application](#)

**GRADUATE STUDENTS - PLEASE USE THE GRADUATE ACADEMIC AFFAIRS CHANNEL BELOW**

## Graduate Academic Affairs



Graduate Student  
DegreeWorks  
[click here](#)

[Graduate Degree Works for Students](#)  
[Graduate Leave of Absence and Withdrawal](#)  
[Graduate Application for Graduation \(Degree Conferral\)](#)  
[Graduate Bulletin](#)  
[Graduate Academic Affairs](#)

[Law Student Leave of Absence and Withdrawal](#)  
[Law School Academics and Registration](#)  
[Law Application for Graduation \(Degree Conferral\)](#)



[Welcome](#)[Academics](#)[Student Life](#)[Finances](#)[Athletics](#)[Research](#)[Training and Support](#)

## Financial Aid - Main Campus

10 W 33rd Street  
Perlstein Hall, Suite 206  
Phone: 312.567.7219  
Email: [finaid@iit.edu](mailto:finaid@iit.edu)  
Website: [finaid.iit.edu](http://finaid.iit.edu)

Office Hours: Monday-Friday 8:30 am - 5:00 pm  
Counseling Hours: 12:00 pm - 3:00 pm

### NEW STUDENTS

**Three Steps to Deposit and Enroll**  
**Next Steps after Deposit**

### QUICK LINKS

Submit an Appeal.  
Sign a Master Promissory Note.  
Complete Entrance or Exit Counseling.  
Find on campus Student Employment.  
Review Policies and Procedures.  
National Student Loan Database.

## IIT Print

To access the university-wide printing system, please visit <https://print.iit.edu>. From there you can:

- See the printing costs for all the printers at the university;
- See the balance of your printing account;
- Upload a document to print;
- Release a document to a printer; and
- See your printing history.

To install the software that will allow you to print from any of your personal devices (e.g., computer, tablet, cell phone), please visit <http://mcmobile1.otsads.iit.edu:9163/setup>. Please note that this link is only available when you are on any Illinois Tech campus and connected to the university's network.

## Financial Aid Awards

[Financial Aid Awards](#)

## Financial Aid Requirements

You have no Financial Aid Requirements for this aid year.

**Aid Year 2018-2019**

Choose Another Aid Year

[Message](#)   [Holds](#)   [Financial Aid Status](#)   [Progress](#)

## Manage Account

Click here to access bills and statements, make a payment, enroll in a payment plan, set up direct deposit and more

[Manage My Student Account](#)

## Student Accounting Office

- [Student Accounting Office Website](#)
- [Title IV Authorization Form](#)
- [Authorized User Login Page](#)
- [View and sign your Perkins or Institutional Loan Master Promissory Note](#)
- [International payments and wire transfers](#)
- [Access, download and print your 2012 1098-T Form](#)

## Scholarships

Please visit the [Outside Scholarships](#) page on the Office of Financial Aid's website for links to their Scholarship Opportunity Spreadsheet, as well as links to their favorite scholarship search engines.

## Financial Aid - Money Management

These tools are aimed to provide further financial resources and support to students. More details can be found on our website: <http://web.iit.edu/financial-aid/money-management>.

- [National Student Loan Data System](#)
- [Loan Consolidation](#)
- [CashCourse](#)

## Financial Aid - Downtown Campus

565 West Adams Street, Suite 230  
Chicago, IL 60661  
312.906.5180 phone  
312.906.5274 fax  
[finaid@kentlaw.edu](mailto:finaid@kentlaw.edu)  
[finaid@stuart.iit.edu](mailto:finaid@stuart.iit.edu)  
[www.kentlaw.edu/depts/finaid](http://www.kentlaw.edu/depts/finaid)

### OFFICE HOURS

Monday-Thursday 8:30 am-5 pm  
Friday 8:30 am- 4:30 pm

### ANNOUNCEMENTS AND REMINDERS

There are important upcoming dates that students should be aware of such as scholarship and loan disbursements each semester. Click [here](#) for important information.

### QUICK LINKS

[Free Application for Federal Student Aid \(FAFSA\)](#) (First step in applying for federal aid)





Welcome

Academics

Student Life

Finances

Athletics

Research

Training and Support

## OTS Enterprise Systems Reso...

### OTS ENTERPRISE SYSTEMS RESOURCE CENTER

Enterprise System (ES), is a department within Office of Information Technology who updates and maintains the information systems used at large by Students, Faculty and Staff at Illinois Institute of Technology.

## IL Tech Cybersecurity

Welcome to the Cybersecurity channel. To ensure Illinois Tech upholds high standards around protecting personal data and university records as well as upholds federal law, the diligence of everyone in the community is needed. This channel houses information about data risk management including topics on creating effective passwords, phishing, laptop security etc....

### Mandatory Cybersecurity Training

<https://iit.edu/news/iittoday/?p=91566>

Verification of Attendance for Cybersecurity Training Form

Presentation Resources

## Office of Technology Services

IIT Tower, 8E4-1  
10 West 35th Street  
Phone: 312.567.5962  
Fax: 312.567.5968  
Website: [ots.iit.edu](https://ots.iit.edu)

### OFFICE HOURS

Monday - Friday, 8:30am - 5pm

### TECHNICAL SUPPORT & GENERAL INQUIRIES

OTS Support Desk  
Paul V. Galvin Library, Upper Level  
Phone: 312.567.3375  
Fax: [supportdesk@iit.edu](mailto:supportdesk@iit.edu)

### SEMESTER OPERATING HOURS

24 hrs, Monday - Friday  
8:30 a.m. - 5 p.m., Saturday  
Noon - 11:59 p.m., Sunday

## OTS Downloads for Students

### Downloads for Students

There are no downloads available at this time.

# Illinois Tech Google Apps

- Login through myIIT using the “Google Apps for Students” icon
- Format for student email addresses:  
**UID@hawk.iit.edu**
- Format for faculty and staff email addresses:  
**UID@iit.edu**  
**UID@id.iit.edu**  
**UID@kaplan.iit.edu**  
**UID@kentlaw.iit.edu**  
**UID@stuart.iit.edu**
- Google Apps for Education includes:
  - Google Docs
  - Calendar
  - Groups
  - etc.
- Google Drive: No storage limit



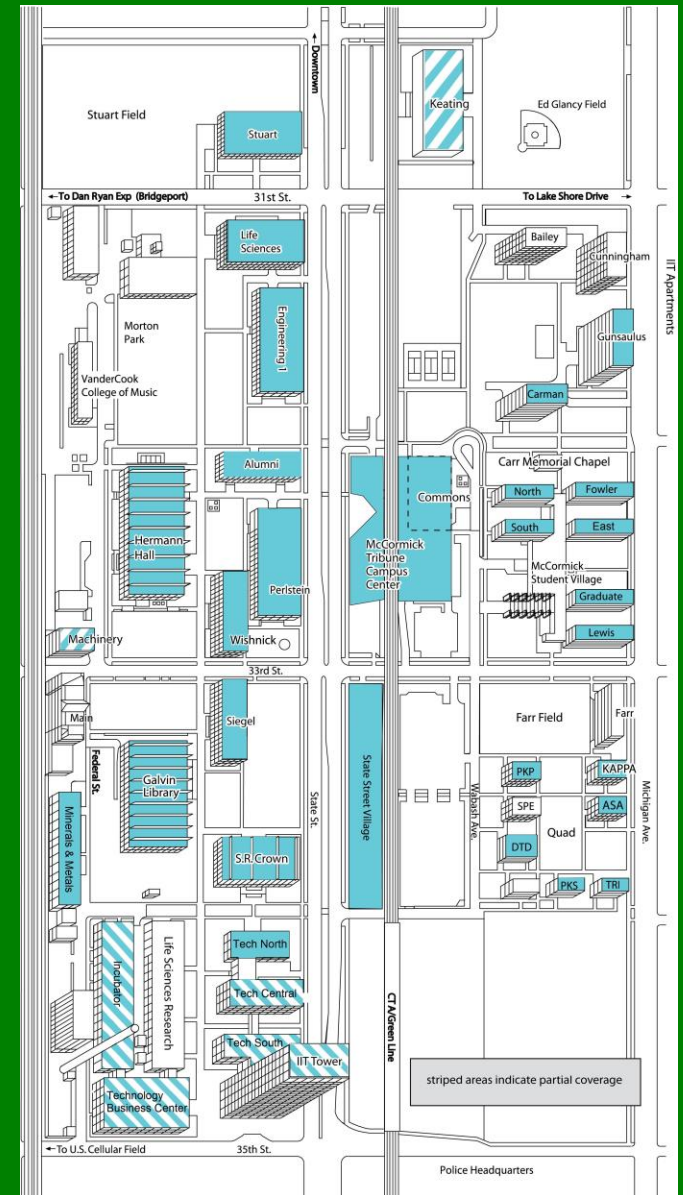
# NETWORK ACCESS

- **Wireless Network**

- Wireless is available in all academic buildings and residence halls.
- You should always use 'IIT Secure'.
- Illinois Tech participates in EDUROAM to allow you to access wireless at other participating universities using your Illinois Tech login & password.

- **Wired network**

- If you will live in the residence halls, Residence and Greek Life will provide you with information about the wired network.

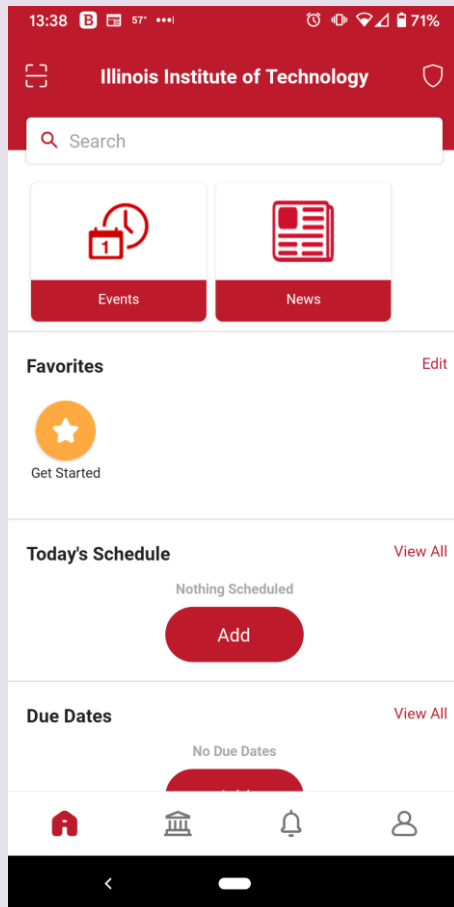


# HOW DO I GET CONNECTED?

- **Register each networked device using your IIT email address and password**
  - Laptop, Desktop, iPad, Gaming systems, Smart Phones, etc.
- **Apple Devices (Phones, iPads & Macs)**
  - Connect to **IIT-Secure**
  - Login: **UID@hawk.iit.edu**
  - Password: **MyIIT password**
- **Android Devices**
  - Connect to **IIT-Secure**
  - EAP type: **PEAP**
  - Phase 2 Authentication: **MSCHAPv2**
  - CA Certificate and Client certificate: **leave blank**
  - Identity: **UID@hawk.iit.edu**
  - Anonymous Identity: **leave blank**
  - Password: **MyIIT password**
- **Windows PCs**
  - Connect to **IIT-Secure**
  - You will be prompted for your login & password.
    - Use your **full email address** (UID@hawk.iit.edu) as your login



# HAWKi MOBILE APPLICATION



## Available now:

- **Courses** – View your course assignments, class rosters, grades, discussions and class announcements/updates
- **Holds** – Receive mobile notification if a hold should happen and require action
- **News, Academic and Event Calendars**
- **Maps and Dining Halls**
- **Emergency** – Get instant access to IIT security and safety services

## Coming soon:

- **Enroll Now:** allows students to add or drop courses on their mobile devices.
- **Course Catalog:** ability to search for and view course schedules, offerings and credit hour details.
- **Financial Aid:** provides students instant access to their financial aid status along with the ability to accept or reject awards.



# COMPUTER LABS & PRINTING

## Computer Classrooms/Labs

- Nine (9) large computer labs are provided on the Mies Campus for student use. All of these can be used as classrooms that are available for your use when a class is not in session.

## Kiosk Computers

- Computers are scattered throughout campus for students' use in residence halls, academic buildings and the MTCC for student use

## Galvin Library Devices

- Laptop computers and hotspots are available for checkout in the library. They may be used anywhere on campus for limited hours.

## Virtual Computer Lab (VCL)

- OTS provides a VCL for many classes so you don't have to visit a lab. You can access certain software from any location at any time from your own device.
- Ask your instructor if you would like to use VCL.

## Services Available

- Academic Software
- Printing Stations and large scale plotting
- Scanners

## Printing

- Located in most academic and residential buildings
- How to print:
  - Direct printing from labs and kiosk computers
  - Remote printing from you own PC/Mac and VCL
  - Mobile printing from your tablet or smart phone

# Keeping Your Technology Safe

- **Never share your password with anyone.**
  - **No one at Illinois Tech will ever ask you for your password.**
- **Do not share copyrighted materials or download anything illegal.**
  - It violates our Code of Conduct and federal laws.  
The consequences are serious!
- **Keep your operating system and browsers up to date**
  - It will help prevent you from getting and spreading malware.
- **Install anti-virus software**
- **Don't do anything that interferes with anyone else's ability to use the university's network and systems.**
  - Be a good member of the campus community.  
We recommend turning off Bluetooth if you aren't using it.

# Need Help?

- **OTS Website:** <http://ots.iit.edu>
- **Access the “Training & Support” tab in myIIT**
- **OTS Support Desk:**

The OTS Support Desk is here to help you and can be reached in any of the following ways

- **Click on “OTS Support” in myIIT**
- **312.567.3375 or 7-DESK**
- **<http://support.iit.edu>**
- **[supportdesk@iit.edu](mailto:supportdesk@iit.edu)**
- **Upper level of Galvin Library**

