

# UWGB Information Technology Student Guide



## Need Help?

Contact the IT Help Desk, IS 1010

**Phone:** (920) 465-2309

**Email:** [helpdesk@uwgb.edu](mailto:helpdesk@uwgb.edu)

**Chat:** <https://www.uwgb.edu/it>  
Mondays-Thursdays 7:45am-6:30pm  
Fridays 7:45am-4:30pm



## Connect to Wi-Fi

**Eduroam:** Available campus-wide for students. Students should connect their laptop, smartphone, and tablet to Eduroam using their UWGB email address and password.

**UWGB-NetReg:** Available only in housing. Students should register TVs, gaming consoles, and smart devices to UWGB-NetReg prior to connecting: <https://uknowit.uwgb.edu/46720>

**UWGB Guest:** Available campus-wide for guests only. Guests should connect to UWGB Guest using their email address.



## Scan Copy Print

**Scan to Email:** FREE at 3<sup>rd</sup> Floor Cofrin Library.

**Scan to PC:** FREE at 3<sup>rd</sup> Floor Cofrin Library and IS1129 Lab.

**Copy:** 10¢ per 8.5x11 page at 3<sup>rd</sup> Floor Cofrin Library.

**Print:** 10¢ per B&W 8.5x11 page, 30¢ per Color 8.5x11 page at 3<sup>rd</sup> Floor Cofrin Library, IS1129 Lab and all Printer Kiosks.

**Pass Points Deposit:** <https://cardoffice.uwgb.edu/login.php>

**U-Print-It Account:** <https://uprintit.uwgb.edu/MyPrintCenter/>



## Secure Your Account

**Reset your UWGB password every 180 days.**

Use the Password Reset Tool or Forgot Password Tool at [www.uwgb.edu/reset/](http://www.uwgb.edu/reset/) pending a secondary email enrollment.

**Report Phishing emails** to [abuse@uwgb.edu](mailto:abuse@uwgb.edu).

**Want to secure your email with Multi-Factor Authentication?**

Enroll in Microsoft's MFA: <https://uknowit.uwgb.edu/97475>

**Learn more about UWGB technology at::**

<https://www.uwgb.edu/remoted/learning-remotely/>

<https://www.uwgb.edu/information-technology/>



## Office 365

<https://portal.microsoftonline.com/>

**Sign in and click on Install Office**

Your UW-Green Bay account allows you to install Office 365 for FREE on five devices – including mobile.

## LinkedIn LEARNING

<https://lnkd.in/gpNAC46>

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FREE for all students. Download the app or follow the link.



## canvas

<https://www.uwgb.edu/digital-learning-environment/>

**Find Your Course Materials here.**