ICT services for the new university students

Subjects

• User account and password
• Office 365 and information systems
• Computers for students’ use
• Remote use
• Printing
• Campus ICT service point
ICT services’ web pages for students

You will find on the web pages of ICT Services more exact instructions to all the subjects which are presented here.

Note: The web addresses will change during autumn and winter due to the renewal of the university web pages. So, follow the news of ICT Services!

ICT Services: [https://www.oulu.fi/ict](https://www.oulu.fi/ict)
**User account**

- Your key to systems and services of the university
- One account – several forms

Basic form:
- **account**
- In Canon services: **account@student**
- In Office 365 services: **account@student.oulu.fi**
Activate your new account

Your user account is ready to use only when you have got or set a password for it.

• Instructions: [www.oulu.fi/ict/activation](http://www.oulu.fi/ict/activation)

If you can not activate your account online, come to visit

Campus ICT service point!
E-Identification

• In self-services, Suomi.fi e-Identification of the public administration is used to secure the identity of the user.

Password change

https://account.oulu.fi/passwd

Please select method for password change:

I remember my old password
Change password with old password

I don’t know my password
Authenticate via suomi.fi portal with bank account

You can change the password anytime but do it at least once a year!
E-identification

- In self-services, Suomi.fi e-Identification of the public administration is used to secure the identity of the user.

Account info checking

https://account.oulu.fi/accountinfo

Check your account status and user rights when having login issues!
Password

What is a good password?

- 12-32 characters
- Uppercase letters
- Lowercase letters
- Numbers
- No special characters
- No Scandinavian characters
Rules of use and information security

Take a look to these:

- Rules of IT service use
- Information Security pages
- Information security guides
Office 365 Education

- Microsoft’s cloud service is in your use automatically, if your university user account was created on 1.8.2019 or later.
- Several applications, such as Outlook, Teams, Office applications, OneDrive (1 TB)
- Students’ email addresses are in form firstname.lastname@student.oulu.fi
- Staff email firstname.lastname@oulu.fi
**O365 web portal**

[https://o365.oulu.fi](https://o365.oulu.fi)

- **User name in form:** account@student.oulu.fi
- **Password is the same as in the university account**
- **These are not asked, if you already are logged in with the university account (SSO, single sign-on)**
**O365 applications**

**Office 365 ProPlus** packet includes the Office apps, you can install them in your own devices free of charge

- For computer, install the desktop applications from the O365 portal: My account > Office apps
- For mobiles and laptops, load the apps from the store of manufacturer
Log in to the systems

• In all the shibboleth login screens, use the basic form of your university user account: **account**
Systems

WebOodi

https://weboodi.oulu.fi/oodi/etusivu.html

• Student information system for all the students
• Use the basic form of your user account: account
• Update your contact information!
Moodle

http://moodle.oulu.fi/

• Learning environment
• Login as a user of the University of Oulu
• Use the basic form of your user account: account
G Suite for Education

http://edu.oulu.fi

- Google’s cloud service: Gmail, Calendar, Drive, Docs, Google Meet, Google Chat
- Activate the service using the activation form (information page)
- Use the basic form of your user account: account
Systems

Webropol

http://webropol.oulu.fi

• Surveys and reporting tool
• Use the basic form of your user account: account
FileSender

OY: [https://filesender.oulu.fi/filesender/](https://filesender.oulu.fi/filesender/)

CSC/Funet: [https://filesender.funet.fi/](https://filesender.funet.fi/)

- For sending large files
- Use the basic form of your user account: account

**CSC** = IT Center for science, produces services for higher education institutes and for the state

**Funet** = Finnish University and Research Network, operated by CSC

**Haka** = Federation of Finland’s universities, polytechnics and partners, operated by CSC
Mobile apps

Tuudo
• Mobile app for students

Oulu Campus Navigator
• Guides you on the campuses

Cella
• Find available working spaces on the campuses
Computers

Laptop vendors

• Self-service vendors on Linnanmaa and Kontinkangas campuses
• Register first a RFID: enter your phone number and your user account in form account@student.oulu.fi
Computers

Self-study workstations

• In library, in Tellus

• In your use according to the office hours of the facilities

Computer class rooms

• In your use when the class room is open and there are no teaching reservations

Log in to Student domain using the basic form of your account: account
Remote use

VPN and the remote desktops

• Remote use of the ICT services: remote desktops, software, network drives, library databases
• First install in your own computer the VPN client (Open VPN connect+profile)
• Then install some of the remote desktop software (RDP): Salava, Jalava, Kataja
Personal storages

Home directory

• Network home directory in drive K: (1 GB)
• In the university’s server, within the sphere of the automatic back-up copying
• Is connected when using the university’s workstation
• Can be connected to own device with VPN and remote desktop connection
**Personal storages**

**OneDrive and Google Drive**
- You can share your files to others
- No backups available for the university

**USB storages**
- USB memories and external hard disks can be damaged or can get lost
- Do not use as the primary or as an only saving storage
**Group storages**

**Network drives S: ja Y:**
- In the university’s server

**Teams** (Microsoft)
- File saving and sharing

**G Suite** (Google)
- File and exercise saving and sharing

**Eduuni** (CSC)
- File saving and sharing
Other services

Wi-Fi
• Secured wireless network Eduroam
• Login name: account@student.oulu.fi

Secured mail
• Sending confidential or delicate information from the university to outside or from outside to the university
• In the O365 e-mail traffic inside the university no encryption is needed
Software for personal use

- Office 365 ProPlus for own devices
- Remote desktops make possible to use some university software without the personal licence
- You can buy or load other licenced software, case-specifically, from stores, net or university’s software distribution service [https://www.oulu.fi/jakelu/](https://www.oulu.fi/jakelu/)
- To log in the distribution service, use your basic account: account
Printing is an external service

Use Canon printers for:

- Printing (A4/A3, b&w/color, depending on the model)
- Copying (A4/A3, b&w/color, depending on the model)
- Scanning (to your email)

Prices

- Black&white page 2,5 cents
- Color page 13,6 cents
Printing quota = basic quota + additional quota

- Basic quota 4 € / term is paid by the university
- Basic quota is enough for printing 160 one-sided b&w pages
- You can buy additional quota (5 € - 20 €) in the web store [https://prints.oulu.fi](https://prints.oulu.fi)
- In the store, type your user account in form account@student
Printing on the campus and at home

- When using the university’s computers, you print directly to the secure print queue *Studentprint*

- When using your own device, send the file from your O365 email to the mobile printing address: 
  
  **mprints@oulu.fi**

- The print stays in the queue for 4 hours

- You can release your print from any of the printers on Linnanmaa or Kontinkangas campus
Log in to Canon devices

Type your account and password...

• Use your user account in form account@student

...or just wipe your registered RFID identifier in the reader
RFID in the printing service

- You can link RFID card or sticker to your printing account and do this on any of the Canon printers within the service.

- If you do not have a suitable card for that, please ask for the sticker from Campus ICT or reception service point.
Printing guidance

- Quick instructions are put in sight to the vicinity of the devices
- **Canon’s guides** for all the models
- **University’s guides** on ICT-services web pages
- Guidance and contacts: **canon@oulu.fi**
Campus ICT service point

Email  ➕ helpdesk@oulu.fi
Phone  ☏ 0294 483 080
Open  Mon – Fri at 8 – 15:45
Exceptions are updated on the web page
Location  Room 7D103, 1st floor
The northern part (premises of OAMK) of Linnanmaa campus

إضافات عنوان البريد الإلكتروني: helpdesk@oulu.fi
إضافات رقم الهاتف: 0294 483 080
إضافات الموقع: 7D103، الطابق الأول
إضافات منطقة: الجزء الشمالي (المؤسسات) من موقع Linnanmaa
Set the password (easy to remember, hard to guess) for your user account.

O365 is your email service and a tool kit as well.

Update your contact information in WebOodi and get official messages safely into the right email.
When using RFID identifier you avoid the typing of your username and password on the printers.
These computers are in your use on both campuses:
• laptop vendors
• self-study workstations
• computer classrooms
Install Office 365 ProPlus applications in your own devices free of charge.

Install OpenVPN Connect to reach the university network and remote desktops from home.
Load Office 365 ProPlus apps to your mobile.

Tuudo has important information for the students: credits, course registration, restaurant menus, news, etc.

DigiCampus applications help you to find your destination and rooms on the campuses.
TO DO LIST

- User account and O365
- RFID for printing
- Computers
- Install software
- Mobile apps
- OY ICT-palvelut

Like us in FB, and you’ll see our updates!
User account and O365
RFID for printing
Computers
Install software
Mobile apps
OY ICT-palvelut

ALL DONE!

ICT Services thank you for your interest!
The End

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