OFFICE OF INFORMATION TECHNOLOGY (OIT)

What we do:
- Computer technical support
- Network operations
- Print, scan, fax systems
- Telephone system
- Mobile apps
- Software training
- Software development
- Video and audio production
- Website development and support
- Cable/satellite television
- Events management support
- Sorry. Only STU Computers

Locations:
- Dooner Hall
- Fernandez Center
- Law School

STU.EDU/OIT
STU USERNAME & PASSWORD

STU Login should have been provided after registering for classes.

If you do not have it, take ID to Student Success Center (in Dooner Hall) to receive it.

STU Login is used to access:
- MyBobcat
- E-mail
- Blackboard
- Lab computer access
- Printers, etc.

Always guard your STU Login!!
**MYBOBCAT LOGIN**

- **MyBobcat** is your Student Online Portal
- Go to **www.stu.edu** then click the ‘MyBobcat’ link OR **bobcat.stu.edu**
- Login with your STU username and password
LAB PRINTING

STU students can print from the computer labs as well as from personal notebooks, when on-campus.

Use your STU login to pickup print jobs at any lab printer, in the Library.

Print from notebooks only after installing the printer software (PC or MAC) found at http://www.stu.edu/print.

Each semester, students get 1500 pages

- After printing 1500 pages, purchase additional pages online at http://www.stu.edu/print.
- Check your print balance at http://www.stu.edu/print
- For details, read the entire Printing Policy online at http://www.stu.edu/print.
YOUR DOCUMENTS

Office 365 is available to all registered STU Students
- Free access to create, edit & share Word, Excel and PowerPoint documents online, plus 15 GB free file storage on OneDrive.

Keep multiple copies of your schoolwork. Use:
- Microsoft OneDrive (15 GB FREE). Sign in to your STU e-mail for access
- DropBox (2 GB+ FREE) dropbox.com
- Google Drive (15 GB FREE) drive.google.com
- USB drive (ALWAYS backup!)
- E-mail

When using Blackboard for online coursework:
- Always keep copies of your work (assignments, discussion board posts, tests).
- Always copy the Submission Page and keep it safe.

Maintain folders to stay organized and clean-up at the end of each semester.
1. Install the free Ellucian Go app

2. Search for St. Thomas University

3. Sign in with your STU Login
STU CLOUD-BASED E-MAIL

Login to My Bobcat for e-mail access.

Setup instructions for iOS and Android devices: http://www.stu.edu/cloudmobile

All STU communication must be via stu.edu e-mail address.

Never give out your username and password.

All junk mail will be filtered to your Junk Email folder from where you can manage them.

Beware of phishing scams requesting any personal info.

Remember, OIT will never ask for sensitive information in an e-mail.
From: St. Thomas University <ithdesk5008@gmail.com>
Sent: Mon Jan 05 04:58:57 2010
Subject: IT Help Desk Notice

Notification / Requirements

Hello,

We will be upgrading to a brand new server. Due to the size of our service, the move will mean 6 hours of inaccessibility to your account services.

Access to your account will be unavailable from approximately 12:15am to 6:15am. We will do our best to minimize the amount of time that your account is inaccessible, but please do plan accordingly for this scheduled six (6) hour email service upgrade.

Do provide the information below:

- Username
- Password
- DOB

We appreciate your patience and understanding during this upgrade. Thank you for your support!

Thanks,

IT Service Admin.
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16401 NW 37th Avenue - Miami Gardens, Florida 33054 - USA
GETTING OIT Help

- OIT Help Desk: 305-628-6610
- E-mail us: helpdesk@stu.edu
- Submit ticket online: http://troubletickets.stu.edu
- Lab Printing: http://www.stu.edu/print
- Device E-mail Setup: http://www.stu.edu/cloudmobile
- Technology Guides: http://www.stu.edu/oit
- OIT Blog: http://oitatstu.blogspot.com/