New Student Orientation

Technology for Academic Success - 2015
Take out handouts for this session

- Electronic Resources Checklist
- Enrollment Training Guide
SCU Electronic Resources Overview

- eCampus
- Google Apps for Education
- SCU Network ID
- Digital Millennium Copyright Act (DMCA)
- Additional Academic Resources
  - Library
  - Camino
  - Digication

- Class Registration - Office of the Registrar
eCampus

Log in

- Select SCU Login from www.scu.edu
- Select ECAMPSUS

Sign in to eCampus

- User ID: W####
- Password: ********

Submit

W plus last 7 numbers of student id
Personal Portfolio

- Emergency Contact Information*
  - Add
  - Edit
  - Delete

*Note: Select someone over the age of 18 years

- Missing Person Contact - for at least one contact
eCampus - cont.

Personal Portfolio - cont.

- SCU Campus Alert Information
  - Phone Numbers
  - Email Addresses
  - Primary Location/Residence Hall

Use the search feature (Click to search)
### Personal Portfolio - cont.

#### SCU Electronic Information

- Email ID and password
- SCU Network ID and password

#### Default ID & Password

<table>
<thead>
<tr>
<th>Field</th>
<th>Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Email ID</td>
<td>SStudentId</td>
</tr>
<tr>
<td>Original Email Password</td>
<td>23y239</td>
</tr>
<tr>
<td>SCU Network ID</td>
<td>SStudentId</td>
</tr>
<tr>
<td>Original Network Password</td>
<td>23y239</td>
</tr>
<tr>
<td>Email Address</td>
<td><a href="mailto:SStudent@scu.edu">SStudent@scu.edu</a></td>
</tr>
</tbody>
</table>

**Tip:**
Take out your phone and take a picture of this screen.
Bursar’s Office
Online Billing & Payment System

- Authorized Users
  - Select Bursar Office

- Go to View Bill & Make Payment (always allow pop-ups)
eCampus - cont.

Student Center - Personal Information

- FERPA Release

![FERPA Release Form]

- Effective as of: 10/31/2012
- Date Inactivated: 10/31/2012
- Name of person to whom you authorize release of information (Not your own name):
  - Last Name: test
  - First Name: person
  - Address:
  - City:
  - State:
  - Zip:
  - Telephone: 408/555-1212
  - Relationship: Brother
- Birth month/day: 01/31
- Security Word: TESTWORD1

Information to be released - select and check:

- Financial Information:
  - Student Account/Billing information
  - Awarded Financial Aid
  - Delinquent/Internal Collection Activity
  - Financial Holds

- Academic Record Information:
  - Enrollment Verification
  - Progress Toward Degree
  - Cumulative GPA and Units Completed
  - Graduation Status
  - Academic Holds
Google Apps for Education (GAFE)

What do you get?
- GMail / Contacts
- Chat/Hangouts
- Calendar
- Drive
- YouTube & more...
Google Apps for Education - cont.

Login to GMail

1. **SCU Login**

2. Select SCU Google Apps

3. Test Login & Password

Note:

- Your SCU Email is the official university email. Check it at least once a day.
- Students can forward SCU email to another account.
- Make sure you always (or use under ‘Details’ in the lower right corner of the screen).
SCU Network ID

Your SCU Network ID is used for the following:

- SCU Network
- Wireless Login (WPA key - ‘gosantaclara’, then your SCU Network ID)
- Public Computers
- Printing - SmartPrint
- SCU Google Apps
- Learning Management System - Camino
- SCU E-Portfolio System - Digication
Manage Passwords

Wait until after you register for classes tomorrow, select Manage Passwords on the SCU Login panel.

**SCU Network ID Password**

Used for web-based (e.g., browser) access to Google Apps for SCU, and for Novell, Camino and Wireless access.

**Google Mobile Password**

Google mobile or 3rd party client Password

Used for non-web (e.g., POP/IMAP) access to Google Apps for SCU.

**eCampus Password**

eCampus Portal Password

Used for eCampus, Campus Solution (CS) and Human Resources (HR).
The **Digital Millennium Copyright Act** makes it illegal to share copyrighted music, videos, games, and other copyrighted works in violation of copyright laws. In order to use copyrighted materials you need to:

1) pay for them –or-

2) have permission from the author/artist to use them
Digital Millennium Copyright Act (DMCA)

- Examples
- What happens
- Things we want you to know
DMCA Agreement

Go to [www.scu.edu/training](http://www.scu.edu/training)

Select ‘Digital Millennium Copyright Act Agreement’

Answer the four questions on DMCA Agreement and submit the form.
Additional Academic Resources-Library

University Library - [scu.edu/library](http://scu.edu/library)

- Follow us on Instagram
  (scu_library)

- Visit us on Facebook
  (Santa Clara University Learning Commons)

- Use the 24/7 Ask-a-Librarian
Additional Academic Resources-Camino

Camino - Santa Clara’s Learning Management System

OMIS15-R 08:30 AM
Spring 2015

OMIS15-R-S15 19235

OMIS 15
Introduction to Spreadsheets

OMIS 015 - Introduction to Spreadsheets (2 units)
Spring 2015
Class Location: Lucas 310
R 8:30-10:10 a.m., Section 4 - 19235
Syllabus
Weekly Modules
Files
What is Digication? Digication is an online e-Portfolio tool for showcasing work and achievements. Digication makes it easy for teachers and students to create and share e-Portfolios.
Welcome to Santa Clara!!!

Questions?
Feel free to contact technologytraining@scu.edu