**Today's Topics:**

1. ITS Contact Info & Computer Locations
2. How to Find Your Default Credentials
3. YUAD Account
4. YU Instructure Canvas
5. Google Apps & Gmail Account
6. YU Wireless
7. Computer Lab Locations
8. Printing
9. Security
How To Find Your Default Credentials

1. Visit: yu.edu/findid

2. Click: "Find your AD and Gmail Credentials..."

3. Submit: Last name & Banner ID or Last name & SSN

4. Results: YUAD ID Google Account username & initial password
**YUAD** Stands for **Yeshiva University Active Directory**

**YUAD Account Provides Access To:**

- All Lab and library PCs
- Printing
- YU Wireless (WiFi)
- YU Instructure Canvas
YUAD Account Includes:

- Personalized desktop roaming
- 500 MB personal storage space (Z:drive)
- Z:drive also accessible from your personal computer while using the YU wireless network
- Lab computers automatically log out after 10 minutes of inactivity
- **Unsaved work will be lost**
**Canvas Webpage**

- **Web:** [https://yu.instructure.com/](https://yu.instructure.com/)
- **Credentials:** Type your YUAD username in the following format “YUAD\username” and then type your password
- **Help:** “Help” tab on the left when you login
- **Support:** (866) 570-3034 or email [info@canvaslms.com](mailto:info@canvaslms.com)
- **Note:** DO NOT TYPE IN YOUR YU EMAIL AS USERNAME.
Canvas Includes:

- Course Syllabus
- Course Announcements
- Grades
- Course Materials & Assignments
- Access to contact professor or other students
Welcome to your CANVAS HOMEPAGE

Courses, Notifications, and Announcements posted by professors

Student-to-Student
Student-to-Teacher Messaging Inbox

View Posted Grades

Upcoming Assignments or Important Dates

Courses

Notifications

Announcements

posted

by

professors

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YU Google Account

- **Includes**: Apps, Drive, Gmail, Calendar, Contacts
- **Username**: [YUADusername@mail.yu.edu](mailto:YUADusername@mail.yu.edu)
- **Password**: Received at your personal email address
  - **Note**: Google Account and YUAD password change independently. *If you change one, the other WILL NOT CHANGE.*
- **Use**: Administration, faculty, and MyYU use Gmail address to send announcements, updates, and course information (Canvas updates and messages are also sent to Gmail address)
YUWireless - Computers

1. Open computer’s Network Settings
2. Click on the “YUWireless” Network
3. Enter YUAD username and password for credentials
4. Click “Allow” or “trust” certificate if prompted

Note: You will need your YUAD username and password to complete this setup
YU Wireless – Mobile Devices

1. Select **YU Wireless** network
2. Enter YUAD username & password
3. Trust the certificate
4. Click Join
5. Test connection by browsing the web
Dormitory Wireless

1. Select YUHousing network
2. Enter YUAD username & password
3. Trust the certificate
4. Click Join
5. Test connection by browsing the web

WARNING

- Do not download or share copyright protected files. It may result in a disciplinary hearing with the University and loss of internet access indefinitely. (movies, music, books, etc)
## Computer Lab Locations and Hours

<table>
<thead>
<tr>
<th>Building</th>
<th>Rooms</th>
<th>Number of Computers</th>
<th>Printers</th>
<th>Hours</th>
</tr>
</thead>
</table>
| Belfer Hall       | 1103      | 18 Windows PCs      | 1 B&W    | Sun–Thurs: 9AM – 9PM
|                   | 1105      | 20 Windows PCs      | 1 B&W    | Friday: 9 AM – 2:30PM                |
|                   | 1111      | 30 Windows PCs      | 1 B&W    |                                      |
| Gottesman Library | Entire Library | 60+ Win, 6 Mac     | 2 B&W, 1 Color | [Click here for Library Hours](#)   |
| Morgenstern       | Basement Lounge | 7 Windows PCs     | 1 B&W    | 24 Hours                             |
| Muss              | 262       | 1 PRS               | 1 B&W    |                                      |
| Rubin             | 207       | 1 PRS               | 1 B&W    |                                      |
Printing

- **Balance:** $60 per semester for fall & spring $30 summer
- **Costs:** Single or double-sided **B&W 10¢\Color 50¢**
- **Credentials:** YUAD username and password (or swipe your student ID card)
- **Print Release Stations (PRS):** Are located next to printers
- **How ToPrint:** Print as usual then Login at PRS, Select job(s), Click print
- **On a Personal Computer:** [https://print.yu.edu](https://print.yu.edu) and upload your file
- **Note I:** Add value station located in the Gottesman library
- **Note II:** Print jobs are only stored for 4 hours
- **Note III:** Only charged at time of printing
<table>
<thead>
<tr>
<th>Type</th>
<th>Title</th>
<th>Print Preview</th>
<th>Pages</th>
<th>Pieces of Paper</th>
<th>Submitted Date</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Sample Doc</td>
<td></td>
<td>1</td>
<td>1</td>
<td>5 seconds ago</td>
<td>$0.10</td>
</tr>
</tbody>
</table>

### Add documents from Personal Computer

### Uploaded Documents

### Current Balance: $36.20

### Add Printing Funds

### Printing Job Cost

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The print.yu.edu homepage
Go to https://selfserveprod.yu.edu
Select “Faculty, Students and Staff”
Username is your **Banner ID NOT your YUAD username**.
  * PIN number can be reset and sent to your YU Gmail account

**NOTE**: If you forgot your pin#, click the “Forget PIN?” button. If your forgot your pin# AND your account is locked, click the “RESET MY PIN”
“Student” tab includes: Student Accounts (statements, payments, etc.), Student Records (account holds, grades, unofficial transcripts), Registration Status (including schedule and add/drop classes).

Computer Security

- Never share your passwords with anyone
- Keep your computer’s operating system and software updated
- Inquiries for Yeshiva University’s Information Security policies contact: infosec@yu.edu
ITS Contact Information

- **Office:** Belfer Hall 1315
  2495 Amsterdam Ave
- **Email:** helpdesk@yu.edu
- **Phone:** (800) 829-7418
- **Web:** yu.edu/its/academic-computing/

**FALL AND SPRING HOURS:**
- **Sun:** 9a – 5p
- **Mon – Thurs:** 9a – 8p
- **Fri:** 9a – 2:30p
## Links

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<th>Where</th>
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</thead>
<tbody>
<tr>
<td>Find ID</td>
<td>yu.edu/findid</td>
</tr>
<tr>
<td>Email</td>
<td>gmail.com</td>
</tr>
<tr>
<td>Canvas</td>
<td><a href="https://yu.instructure.com/">https://yu.instructure.com/</a></td>
</tr>
<tr>
<td>Academic Computing</td>
<td>yu.edu/its/academic-computing</td>
</tr>
<tr>
<td>Print from your Mac/PC</td>
<td><a href="https://print.yu.edu">https://print.yu.edu</a></td>
</tr>
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