

Quick Reference Tech Guide



HELP & SUPPORT

Tech tip: Explore IT support articles online any time at mnsu.edu/its.



- IT Solutions Center
- Instructional Design Services
- Live Help Kiosk
- Campus Computer Store
- ML Memorial Library
- WA Wigley Administration
- SU Centennial Student Union
- WH Wissink Hall

IT SOLUTIONS CENTERS

WH 121 & Lower Level CSU

Get help with computer related issues, software downloads, and malware removal. We'll answer your questions on topics like **Microsoft Office 365, StarID, email**, and more.

Website: mnsu.edu/its

LIVE HELP KIOSKS

First Floor WA & ML

Need quick tech help on your way to work? Visit these quick-stop locations for **face-to-face virtual support** on campus.



All hours subject to change, **check online** for current hours by scanning the code.

INSTRUCTIONAL DESIGN SERVICES

ML 88 (CETL)

Instructors can consult with Instructional Designers for training and assistance in **classroom technology tools** and **course design help**.

Training opportunities: link.mnsu.edu/trainingcal

CAMPUS COMPUTER STORE

Lower Level CSU

Buy **laptops, tablets, accessories**, and more at the Campus Computer Store. Shop everything you need, conveniently on campus or online.

Website: store.mnsu.edu
Phone: **507-389-1907**

Tech tip: Log in to secure Wi-Fi networks with your StarID and StarID password.

INTERNET & WI-FI

EDUROAM

Official campus Wi-Fi

'Educational roaming,' or **eduroam**, is our **fast and secure Wi-Fi network** for personally-owned devices like laptops and smartphones as well as faculty and staff state-owned devices. Automatically connect to eduroam at any participating college or university worldwide.

MAVNET-ENCRYPTED

Secondary network

MavNET-Encrypted is a secure Wi-Fi network that is still available throughout campus and remote University locations, but it is **no longer our preferred network**.

GUEST NETWORK

Open access

Our guest Wi-Fi network, **MavGUEST**, is available without a login to anyone on campus. You may experience **slower speeds** than the secured networks, eduroam and MavNET-Encrypted.

UNIVERSITY LOGIN & EMAIL

Tech tip: Remember your StarID and always keep your password safe.

STARID

All-access key

Your **StarID** is your login for online services at Minnesota State Mankato such as **E-services, MavMAIL, Wi-Fi, D2L Brightspace**, and more.

MAVMAIL

University email

Your official University email, **MavMAIL**, can be accessed online through **Office 365**. You can also download **Outlook** directly onto your computer or get the app on your mobile device.

EMERGENCY NOTIFICATIONS

Sign up for Star Alerts

Receive text and email **Star Alert** notifications in the event of campus related emergencies. This includes weather announcements such as **delayed classes or campus closures**.

Sign up at mnsu.edu/staralert.

APPS & SOFTWARE

Tech tip: These apps and software options are available to all faculty and staff.

MICROSOFT OFFICE 365

Word processing, notes, email & more

Office 365 is available to you on the web and for download. Software includes **Word, Excel, Outlook, OneDrive, PowerPoint,** and more! Mobile apps are available as well.

Log in using **YourStarID@minnstate.edu** and your StarID password.

CLOUD STORAGE

Easily back up & share files

Save and access all your files in the cloud on any device with **OneDrive**. Saving to the cloud helps free up space on your devices and allows collaboration with your team on the same document.

Access OneDrive through Office 365.

ADOBE CREATIVE CLOUD

Illustrate, design, edit, & more

You can use **Adobe Creative Cloud** software on your University device. **Illustrator, InDesign, Photoshop,** and more are included.

Look for Adobe software on your University computer or contact IT Solutions to get started. Or, request access for students in your classes at link.mnsu.edu/adobeaccess.

ZOOM

Meetings over the web

The **Zoom** web conferencing service allows you to schedule, join, and host web meetings anywhere.

Use your StarID and StarID password to log in to your premium account at minnstate.zoom.us.

MAV LIFE MOBILE APP

Official University app

Get connected to campus with the **Mav Life** mobile app. Customize the app, browse campus events and activities, access campus services, view the bus tracker, and more. With D2L Brightspace integration, students can receive reminders about assignments and tests.

Available on the App Store and on Google Play.

QUALTRICS

Create & collect surveys

Qualtrics is an online **survey software** that makes it easy to gather and analyze response data for research, student feedback, and more.

Tech tip: Get instructional design help in ML 88 or at mnsu.edu/instructionaldesign.

TEACHING & LEARNING

TEACHING TOOLS

Improve classroom experiences

We offer and support a variety of tools for **screen capture, active learning, online collaboration and meetings, online surveys,** and more. Access and view all available tools on our website.



Zoom and the Zoom logo are trademarks of Zoom Video Communications, Inc.

D2L BRIGHTSPACE

Online access to courses

Our learning management system (LMS) software is called **D2L Brightspace**. It is the **online portal for face-to-face, hybrid, blended, and online courses**. D2L includes a variety of tools to create and analyze engaging and customized learning experiences. We offer D2L drop-in information sessions, design consulting services, and online help.

LINKEDIN LEARNING

Online video tutorials

Faculty, staff, and students have a complimentary **LinkedIn Learning** account. Watch **hundreds of video tutorials on various topics** to help you expand your skills, like graphic design, marketing, web development, and more! Plus, connect your LinkedIn account to earn badges and showcase your achievements.

GO ONLINE FOR MORE INFORMATION

IT SOLUTIONS WEBSITE

Need support, assistance, or more information on anything mentioned in this guide? Check online!

Visit mnsu.edu/its.

- Tech support articles
- IT Solutions services
- Training resources
- Cybersecurity tips
- News and events
- Campus technology announcements

And more!

SOCIAL MEDIA

Get quick updates from IT Solutions to stay in the know on tech-related content.

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