

# University of Mount Union Technology 101 Tips

Use this sheet as a summary of UMU technology and resources that are available. Make sure to bookmark all websites for ease of access. Video walkthroughs are also included to highlight features that you will use.

The following apps are recommended for download

- The GET App
  - Used to order food
- The Outlook App
  - Used to check your email
- The Pulse App
  - Used to check your assignments, grades (mobile D2L)
- Authenticator
  - Used as a verification for Mount logins. Do not delete the app. It will be needed when you try to access your accounts from off campus. If you change phones, please contact the IT Helpdesk to transition your account to your new phone.



- Download the MS Office Suite. A direct links can be found here:  
<https://portal.office.com/ols/mysoftware.aspx>
  - Mount provides this service free for all students including Word, Excel, PowerPoint, Teams, OneDrive etc. These are free to you as long as you are a Mount Union student. There is no reason to purchase this on your own. Make sure that you are familiar with these applications as everything is cloud-based
- Open [Raider Experience](#)
  - This is your hub for all online platforms
    - For room and meal plan selection use [My Housing](#)
      - Use your Mount Union login
      - [My Housing Video Walkthrough](#)
    - To register your vehicle and apply for a parking pass use [My Parking](#)
      - Use your Mount Union login
      - [My Parking Video Walkthrough](#)
  - [Raider Experience Video Walkthrough](#)
- Navigate to [Brightspace \(D2L\)](#)
  - Here you can find class assignments, submit to the Dropbox, check grades, etc. There are tutorials at the bottom of the landing page and your Road to Raider course can be found here
  - [D2L Video Walkthrough](#)
- Navigate to [Self Service](#)
  - Use Mount Union login

- Here you can view your schedule, financial aid documents, make payments, clock hours and view earnings statements if you have an on-campus job, check your midterm and final grades, monitor degree progress for graduation requirements, and find you unofficial academic transcript
- [Self Service Video Walkthrough](#)
- This site is also used for course registration
  - [Course Registration Video Walkthrough](#)
- [SpectrumU](#) is free for all students to watch TV
  - Roku TVs, Smart TVs, Chromecast, laptop logins all function. Some stations will work from off campus as well
- Printing services are through [Papercut](#)
  - Use Mount Union login
  - Printers in all residential halls and academic buildings
  - [Papercut Video Walkthrough](#)
- Navigate to [MyWCO](#)
  - You will have to create an account with a password of ten characters or more
  - Here you can schedule all tutoring and DWOC appointments
  - [MyWCO Video Walkthrough](#)
- The [AVI menu](#) is updated weekly for food in the cafe
- [Password resets](#) are required every 90 days. When you log into one of our applications a link to the password reset is below. You can choose Forgot my password and walk through the prompts.



Enter password

Password

[Forgot my password](#)

Sign in

University of Mount Union

- Wifi is available across campus
  - UMU - Personal
    - You will receive an email with the password prior to the start of classes from Extreme Networks. This password should be used for all of your devices. Do not share it with others.
  - UMU – Guest
    - Do not use this network. Not all of your resources will be available from it. UMU – Personal should be used for all students.

\*Unless your major requires something specific, you do not need a super expensive laptop

\*No Chromebooks, iPads

\*No personal routers to connect devices - extenders

For any tech questions, contact the IT Help Desk: (330) 829-8726 or x4357 from any campus phone.