

#### General

Students' TUNI accounts are created and maintained based on their personal data that is stored in the student records. Your TUNI username and password will allow you to access, for example, the following services:

- Computer classrooms
- Email
- Printing and copying
- Wireless network for personal laptops
- Student's desktop PAKKI
- TUNI Moodle
- Intranet

You must change your password every 210 days! Change your password at id.tuni.fi.

## **Information security**

Start using **strong multifactor authentication** as soon as you have activated your TUNI account.

See also the **quick guide to information security**.

## **IT Helpdesk**

All questions about passwords, user permissions, error messages etc.

Chat/Chatbot it-helpdesk@tuni.fi +358 294 520 500 Mon - Fri 8.00 - 17.00

(outside term on weekdays 8.00 - 15.00)

For more information, please see the IT services handbook.

# IT services in the academic year 2024-25

#### Email

#### outlook.com/tuni.fi

You can access webmail on all mobile devices. Log on with your TUNI email address.

Email addresses are in the format: firstname.lastname@tuni.fi firstname.x.lastname@tuni.fi

### **Printing**

Multifunction devices serve as printers, copiers and scanners on our campuses. You can also print out documents from your personal phone, tablet or laptop. Read more about **printing and copying.** 

## File storage

**OneDrive for Business** is a personal cloud repository that allows you to access your files anytime and anyplace.

## Software on your laptop

You can <u>install software on your</u> <u>personal computer</u> or use them via <u>TUNI Virtual Desktop service</u>.

#### Wireless network

Log on to the secure wireless Eduroam network with your TUNI email address (firstname.lastname@tuni.fi).

Download the Eduroam installer on the Internet at geteduroam.app. Read more about wireless networks.

#### **TUNI Moodle**

#### tuni.fi/moodle

TUNI Moodle is used as a virtual learning

environment on many of our courses. Teachers are responsible for managing their courses on Moodle and will help students with any questions.

## **Teams workspaces**

#### **Teams workspaces**

Teams service allows you to set up a shared workspace. The service facilitates collaboration and communication between students and staff.

#### **TUNI EXAM**

#### tuni.fi/exam-en

TUNI EXAM is an electronic examination service that allows you to book an electronic exam under supervised conditions at a time that is convenient to you. More instructions on the TUNI Exam page.

#### Intranet

#### intra.tuni.fi/en

The intranet serves as a gateway to the information, resources and tools that our students need. It is also a channel for internal communications and offers you news, handbooks, instructions and links to our electronic services.

## **Distant learning**

Zoom, Teams, EduVPN, Office 365... Read more about **distant learning tools**.

Via <u>TUNI Virtual Desktop</u> you can use the same software on your own computer which are used in a computer class.

## Student's desktop PAKKI

#### pakki.tamk.fi

# All-important services for students on a desktop:

- Students' contact and personal data
- Enrolment on courses
- ISP and study planning
- Follow-up of completed courses and assessments
- ECTS Study guide
- Class schedules at timetable engine
- Facility reservations at Ressu
- Real-time academic progress monitoring (completed credits)
- TAMK's whole course supply
- CreTa credit transfer application
- YAH Extension time application
- Enrolling service for retake exams
- Meeting times for e.g. supervision and development discussions with the teacher tutor

#### Tuudo

Tuudo is a mobile app for higher education students. Through Tuudo, you have access to important information and functions.

## **Privacy policy**

Our **privacy policy** describes how we process your personal data.

