New Student Orientation

CaTS

WRIGHT STATE UNIVERSITY
Our Mission

Provide computing resources, assistance, and direction to Wright State University’s Faculty, Staff, and Students.
# Wright State Accounts

<table>
<thead>
<tr>
<th>Account</th>
<th>Example</th>
<th>Expiration</th>
<th>Used For</th>
</tr>
</thead>
<tbody>
<tr>
<td>Campus Account</td>
<td>w000abc</td>
<td>Every 5 Years</td>
<td>WINGS, Pilot, and logging into campus computers, Wright State email, calendar, Skype for Business, OneDrive for Business</td>
</tr>
<tr>
<td>Office 365</td>
<td><a href="mailto:lastname.1@wright.edu">lastname.1@wright.edu</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>University ID (UID)</td>
<td>U01234567</td>
<td>Never</td>
<td>WINGS Express (grades, registration, financial aid)</td>
</tr>
</tbody>
</table>
WINGS Express

Personal Information
• Change PIN, Security Questions, and Address Information
• Opt-in Emergency Text Messaging

Students
• Register for Classes
• Check grades

wingsexpress.wright.edu
WINGS Express-Forgot PIN Tool
WINGS Express-Forgot PIN Tool
WINGS Express-Forgot PIN Tool
WINGS Express-Setup Security Questions
WINGS Express-Setup Security Questions
WINGS Express-Setup Security Questions

Please Confirm your PIN: 

Question number 1 of 2
Question: What was my first pet's name?
Answer: 

Submit Reset

RELEASE: 8.5.2
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Required Acknowledgement
Required Acknowledgement
Required Acknowledgement
Required Acknowledgement
Required Acknowledgement

1) Wright State Student Health Insurance
   Students enrolling in 6 or more credit hours by Sep. 16, 2016 for Fall 2016
   are automatically charged for health insurance. (Click here for additional information)
   Select “No” to decline this coverage.
   Yes
   No

2) Acknowledgment of Financial Responsibility
   By registering for classes at Wright State University for Fall 2016, I agree to assume
   financial responsibility and pay all charges billed to my student account for this term.
   (Click here to view full text of this agreement)
   I agree to the terms and conditions set forth in the detailed Statement of Financial Responsibility.

3) Emergency Text Messaging
   We have your Wright State Alert Emergency Messaging selection as Dayton.
   (Click here to make any changes to your Wright State Alert Emergency Notification options.)
Required Acknowledgement

1) Wright State Student Health Insurance
- You declined Wright State Student Health Insurance for Fall 2016. If you want insurance, you will need to be enrolled in 6 or more credit hours. Once enrolled, then use this service to purchase student health insurance. ([Click here for additional information])

2) Acknowledgment of Financial Responsibility
- By registering for classes at Wright State University for Fall 2016, I agree to assume financial responsibility and pay all charges billed to my student account for this term. ([Click here to view full text of this agreement])

   You have accepted the terms and conditions set forth in the detailed Statement of Financial Responsibility.

3) Emergency Text Messaging
- We have your Wright State Alert Emergency Messaging selection as Dayton. ([Click here to make any changes to your Wright State Alert Emergency Notification options.])
WINGS

- Access your email and calendar
- Find academic resources
- Access to Pilot and Atomic Learning

wings.wright.edu
Changing Your Campus & Office 365 Password

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wings.wright.edu
Changing Your Campus & Office 365 Password

Please enter your WINGS Express credentials:

- **UID:**
- **PIN:**

If you do not know your WINGS Express PIN, go to WINGS Express and click on the "Forgot PIN?" service.

**Note:**
- Your UID is a 9-digit University ID Number (UID) that is assigned to you when you apply as a student or are affiliated with Wright State University.
- If you do not know your WINGS Express UID and PIN, or if you need further assistance, please contact the CaTS Help Desk at (937) 775-4827 or 1-888-775-4827.
- Due to security reasons, we are unable to reset passwords and PINs via e-mail.
Changing Your Campus & Office 365 Password

Please answer your WINGS Express security question.

Question: What is my father's middle name?
Answer: [

Note:
- The answers to your security questions are not case sensitive.
- If you are unable to answer your security questions, please contact the CaTS Help Desk at (937) 775-4827 or 1-888-775-4827 for further assistance.
- Due to security reasons, we are unable to reset passwords and PINs via e-mail.
Changing Your Campus & Office 365 Password

**WSU Password Reset**

Please enter your new password. Scroll down (or maximize the screen) to view password requirements.

- **New Password:** [Enter your password here]
- **Confirm Password:** [Enter your password again]

**Optional Password Selection:**
- gRamp63
- lBomin2
- iLenaTio6

Note:

- The password length must be 8 to 14 characters
- The password must contain at least one capital letter
- The password must contain at least one of these special characters: 0123456789^(~)_$!
- The password must NOT be a previously used password
- The password must NOT use names or common words found in the dictionary
- The password must NOT use your CAMPUS Account username, your first name, or your last name
- The password must NOT use 3 or more repeated (i.e., aaa or 111) or consecutive (i.e., abc or 123) characters

If you have questions, please contact the CATS Help Desk at (937) 775-4827 or 1-888-775-4827 for further assistance.
Logging in to WINGS
• Pilot – Access WSU’s learning management system

• WINGS Express – Access grades, registration, financial aid, and more

• Office 365/Email – Access your email/calendar

• Change Password – Change your Campus and Office 365 password

• Log Out – Sign Out and Exit WINGS
Office 365

Office 365

- Email
- Calendar
- OneDrive for Business
- Skype for Business
- Accessed with your campus account through WINGS
Access Email On Your Phone

- You can access your email on your mobile devices!
- Compatible with iOS, Android, and Windows devices
- For setup instructions, visit: www.wright.edu/office365
Pilot

• Wright State's learning management system

• For active courses: view class content, grades, submit assignments, and access online evaluations

• To access Pilot:
  – visit pilot.wright.edu
  – click the 'Pilot' icon in the top right menu of WINGS
Other Services
Home Base

- Free virus scans and troubleshooting
- Advanced technical support at a discount
- Windows or Mac operating system upgrades
- Software installations
- Hardware upgrades

www.wright.edu/homebase
Laptops2Go

- Free laptop checkouts available to all Wright State students!
- Available through the CaTS Help Desk, 025 Library Annex
- Both PC and Macintosh laptops are available for checkout - up to 4 hours!
- A Wright1 Card and Government Issued ID are required upon first checkout each year
Office 365 ProPlus

- Get Microsoft Office for free!

- Can be installed on up to fifteen devices:
  - Five PC/Mac computers
  - Five mobile devices
  - Five tablets

- www.wright.edu/office365
Atomic Learning

- Offers video tutorials on popular software
- Software includes Microsoft Office, Adobe products, and many more
- [www.wright.edu/atomiclearning](http://www.wright.edu/atomiclearning)
- Login with your campus username and password
Wright State App

- Login with your UID and PIN
- Get Wright State news and alerts
- View final grades and check your schedule
- Find campus maps and directory information
- Available for iOS and Android devices
- [www.wright.edu/wrightstateapp](http://www.wright.edu/wrightstateapp)
IT Security

- Information on protecting personal and university sensitive data/resources
- Information relating to laws, policies, and best practices
- Security videos
- www.wright.edu/security
Wright1 Card Services

- Issued to all new students

- Used for campus printing, swipe in authentication for CaTS and RaiderConnect walk-up services, RaiderCash (which is accepted at many local restaurants, as well as vending machines), and Dining Dollars (used at WSU cafeterias)

- Manage your meal plan and meal swipes

- Check out books from the library

- Access to recreational facilities across campus
Contact CaTS

- **Location**: 025 Library Annex
- **Phone**: (937) 775-4827 or 1-888-775-4827
- **Email**: helpdesk@wright.edu
- **Web**: www.wright.edu/it/
- **Twitter**: @WrightStateIT
  - (used for contests, system outages, special hours, etc)