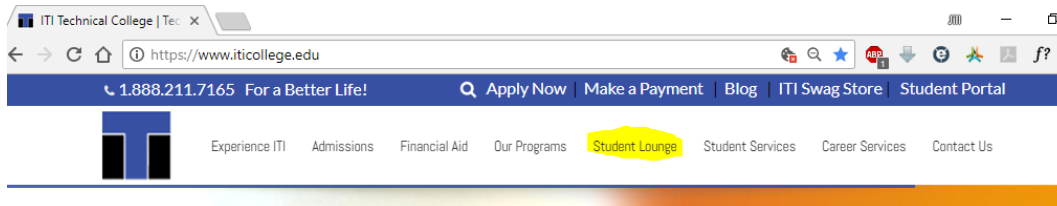


# Network Department Welcome Letter

The Network Department would like to welcome you to ITI Technical College. Being a student of ITI's Network gives you access to the Classroom and Library Computers, ITI's Student Portal, and full access to your own Office 365 account. Your login information for these resources is listed on the back of your Student ID.

**Please have your Student ID with you whenever on ITI's Campus.**

If you visit our website, on the white navigation bar, you should see a menu link for the **Student Lounge**.



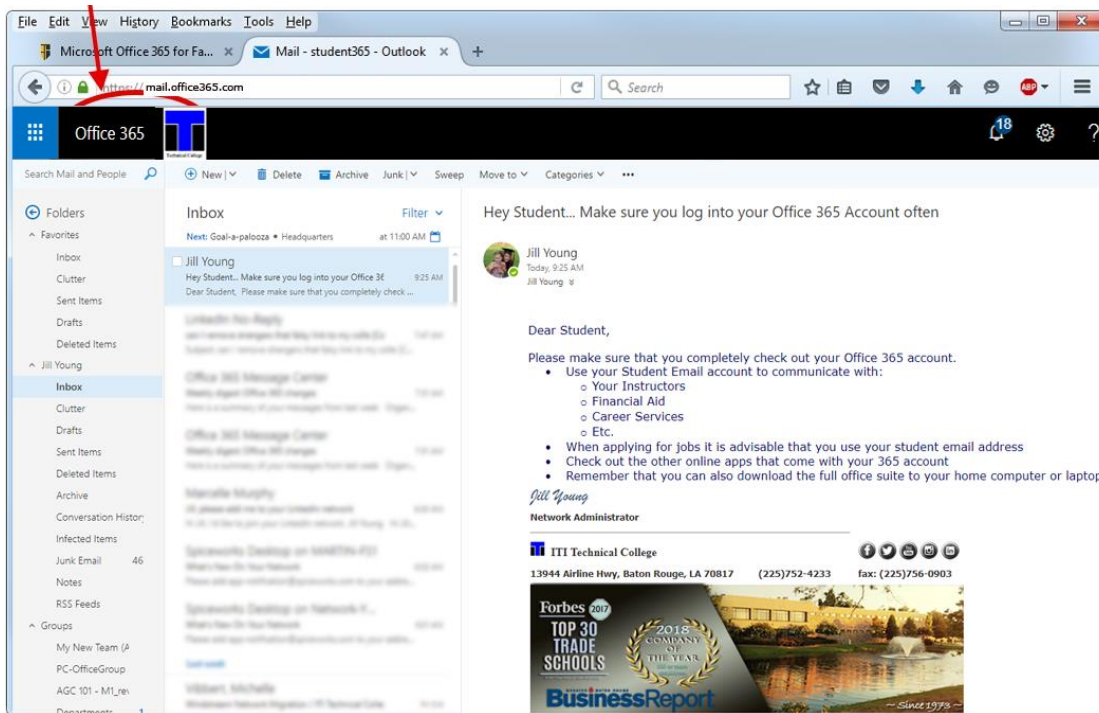
**The Student Lounge is the fastest way for you to navigate and communicate with everyone at ITI.**

A screenshot of the 'STUDENT LOUNGE' page on the ITI website. The page has a light blue header with the title 'STUDENT LOUNGE'. Below the header, there is a paragraph: 'If you are a student of ITI Technical College, this is where you'll find helpful resources and gain your educational experience here at ITI.' The main content area is divided into two columns. The left column has a section titled 'Student Technical Support' with sub-sections: 'Your Student ID', 'What to do if you lost your Student ID', 'Do I log into my Student Portal?', 'Do I really need to log into my Student Portal?', and 'How do I access my Student Email?'. The right column has two sections: 'Need Help?' and 'Quick Links'. The 'Need Help?' section lists: 'Choose the department you need help with and let us know how we can assist you.', 'Network Support', 'Request Replacement Student ID', 'Accounting &amp; Tuition', 'Alumni Request', 'Schedule Change - Bookstore', and 'Student Services'. The 'Quick Links' section lists: 'Student Portal', 'Student Email Login', 'How to Download Microsoft Office', 'Deans List', 'Setup Email on your Phone', 'Spring Schedule', 'Summer Schedule', 'Student Holidays', 'Text Book &amp; Tool Kit Return Policy', 'Student Resources', 'Veteran Resources', and 'ITI Veterans Chapter'. Several callout boxes with blue arrows point to specific elements: one points to 'Choose Network Support if you're having trouble with your login, one of ITI's computers, or any other network related question.'; another points to 'Lost your Student ID? Click here to request a replacement.'; a third points to 'Have a question about a payment, the 1098T, or your tuition? Send your question to the Accounting Department.'; a fourth points to 'Need to speak to the Schedule Coordinator? Send a message here.'; a fifth points to 'Need some guidance? Get in touch with Student Services.'; and a sixth points to the 'Quick Links' section. A large blue circle is drawn around the 'Quick Links' section.

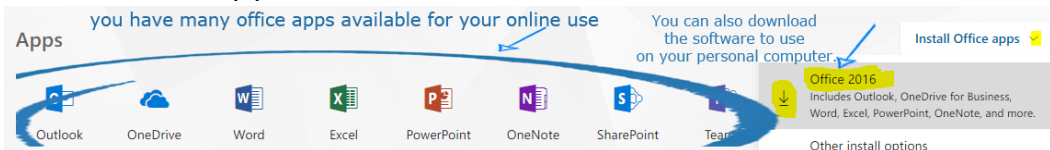
Please

**note: The ITI Network Department will setup your Student Email and Your Student Portal Accounts for you, however they will not be accessible until after classes begin. If you experience any issues after the first day of class, please go to the Student Lounge and submit a Network Support ticket.**

When you login to your ITI Office 365 account, you should first check out your Student email inbox. Throughout your time here at ITI, you will receive important messages from Admissions, Financial Aid, your Instructors, Career Services, etc. It is important that you check this frequently.



Your 365 account also provides you full access to online versions of Microsoft Word, Excel, PowerPoint and more. Additionally you'll be able to download the latest version of Microsoft Office to your home computer.



Lastly, Make sure to Log into your student portal. This is where you can see the details of your class schedule, your attendance, grades, etc. you can also contact instructors and other departments through your portal.

# ITI TECHNICAL COLLEGE

- Campus Info
- Academics
  - View Attendance
  - Degree Audit
  - Your Class Schedule
  - GPA Calculator
  - My Grades
- My Profile
- My Finances
- My Financial Aid
- My Career
- My Documents
- FAQs
- My Resources

My Home Page

Holds

Alerts

## My Class Schedule

Your current class schedule is displayed below. Click on a class title below to view the details, syllabi, text

Student Schedule Report

NOTE: Adobe Acrobat Reader is required to view your online PDF documents. You can download the r

View by Term

2018 (1) SPRING 2/21/18

Show

10

entries

Course	Course Title	Section	Course Start/End Date	Cr	Course Schedule	Instructor
IT170	Intro to	M3	2/21/2018	4.00	<a href="#">Click for Details</a>	Benoit,