

IT Information for New SU Students

Within our site, we have a wide selection of resources to assist students with their technology needs. This page is intended to help you learn about and navigate through those resources to find the information and assistance you need.

Using Computers on Campus

You will use your [Salisbury University username and password](#) to log on to SU computers to access university technology resources and services like software, printing, network storage, e-mail, MyClasses, GullNet, and your Gull Card.

To keep your SU account secure, your SU password expires every 180 days. If you forget or need to change your password, you can do so through our self-service [Password Assistance](#) page.

Information Technology maintains 22 computer labs on campus. Of those, [eleven Windows and two Macintosh labs](#) are scheduled and maintained by IT. There are [many software packages available](#) for you to use at these locations.

Once you've logged into a campus computer, you can access personal storage on SU's [network drives](#) through Windows Explorer's This PC icon on Windows computers or through the Finder on Mac computers. Students have 1 GB of network storage on their P: drive, which is accessible from any SU computer. In addition to storing files, students can use their P: drive to create a [personal web site](#). Students also have access to the K: drive, which some professors use to share files not shared through our MyClasses Learning Management System.

Students also have access to [Microsoft OneDrive for Business Students](#) as part of the [Microsoft Office 365 student email account](#). All students using Microsoft OneDrive for Business have 1 terabyte (TB) of cloud storage space to store files, which can be accessed from any Internet connected device. For more information on Microsoft OneDrive for Business, see [Getting Started With OneDrive](#).

Because network drives are not accessible in the student residence halls, students can use their [Microsoft OneDrive for Business](#) or USB thumb drives to transfer files from their personal computer to SU computers.

To print from any SU owned device, students will print to Campus_Wide_Printer. Once printed, students will log into any GoPrint Release Station with their SU username and password to release the print jobs to the printer. Students have 300 black and white prints per week they can use for academic work. Color printing is available in some IT computer labs for a fee.

Students also have access to print from any Internet connected device to several [mobile printing locations](#) located on campus.

All SU students receive [Microsoft Office 365](#) for free as part of their SU email account. This includes the use of Microsoft Word, Excel and PowerPoint for both Mac and Windows users.

Systems at Salisbury University

While there are other systems that also use your SU username and password, the three main systems you'll use that with are your SU email, GullNet, and MyClasses.

Your SU email is hosted by Microsoft through [Office 365](#), and you will access it through any Internet browser. Because this is not hosted at SU, this is the only login where you will use your full email address, instead of just your username (all other SU system logins just need the username). When you change your password at the [Password Assistance page](#), it will synchronize your password to your e-mail account. Your email account will remain active for 1 year after graduation.

GullNet is the campus information and data system that you'll use to [check grades](#), [sign up for and drop classes](#), [accept financial aid](#), [sign up for advising](#), and more. This uses your SU username and password. Your GullNet account will remain active for 1 year after the last semester you attend the University.

MyClasses is the online classroom and course delivery system on campus, which some faculty use to offer online coursework and materials. Most, but not all, classes use MyClasses. Courses are made available approximately a week before the start of the semester (availability varies by instructor), and remain active until approximately a few weeks after the end of the semester.

Internet Access

[Students have access to the Internet](#) through three options: through the campus wireless network, by logging into an IT computer lab computer, or through the wired network in residential halls.

To access the wireless network, you will connect to SU-Secure. If this is your first time connecting to the wireless network, [connect to SU-Connect](#) and open up a web browser. This will run a step-by-step wizard connecting you to SU-Secure.

To access the wired residence hall connection, just plug your computer into the available Ethernet port in your room using an Ethernet cable. You'll be prompted to log in when you open a browser. Once connected, you'll be prompted to log in once every two to twenty-four hours, depending on your computer's activity.

For gaming consoles and other network devices that don't have a browser, either connect the device using an Ethernet cable to your port, or connect wirelessly to the SU-Connect network. You will need to [register your device](#) in order for it to work the first time. You will need [your device's MAC address](#) when registering.

[Smartphones, tablets, and other devices](#) can also be set up to connect wirelessly and, in most cases, to check your student e-mail using the device's mail app.

Computer Security

Information Technology uses software and technology to help protect your account and computers from threats and malicious programs; however, you are ultimately responsible for protecting your own data.

[Protect yourself against viruses and malware](#). You should [install an anti-virus program](#) on your computers and be sure to keep it current and updated, and scan your computer regularly for viruses. Also, don't just click through software installs. Be aware of what you're installing: spyware is often installed as an "add-on install" on other installations. Never click to install something that you did not intend to install; many malware products try to trick the user into installing by using pop-up messages asking the reader to "click here to install".

Be very careful when opening attachments or clicking on email links. [Phishing emails](#) are emails disguised as an official email to attempt to trick the recipient into revealing sensitive or confidential information. Never give out your username, password, or other sensitive information in reply to an email or in response to a web link. The IT Help Desk and Information Technology will never ask you for your username or password through email. All emails from Information Technology will have an IT Help Desk banner at the top.

Where to Get Help

Your first stop for getting help is the Technology Support Center. You can find a lot of information right here, on [knowledgebase](#). You can also call us at 410-677-5454 or stop in to the Technology Support Center in AC 145. And you can [submit a ticket or question](#) to us online.