

## Information Technology Resources

### Students

Welcome to Pacific University! As a member of the Pacific University community, you take part in a tradition that spans over 150 years, and you also have access to a wide variety of information technology services. This document will provide you with an introduction to the services you have access to as a Pacific University student.

**Getting Help-** The Technology Information Center (TIC) is the university's technology helpdesk for students, faculty and staff. The TIC is located on the lower level of Marsh Hall and is open 8am to 8pm most weekdays (check the TIC webpage, [www.pacificu.edu/uis](http://www.pacificu.edu/uis) for current hours). You can also reach the TIC by calling 503.352.1500 or by emailing [help@pacificu.edu](mailto:help@pacificu.edu). The TIC provides support in all areas of information technology and can also service student laptops.

In addition to the TIC, dorm residents have access to Network Assistants who can help with connection problems in dorm rooms. Email [na@pacificu.edu](mailto:na@pacificu.edu) to reach network assistants.

**PUNetID-** Your PUNetID is the username you will use in to log on to various electronic resources at the university. Your PUNet ID is listed on your BoxerCard. It contains parts of your last name and student ID number, for example, `smit1234`.

Your PUNetID is your username for logging into BoxerOnline, Blackboard, BoxerMail\*, BoxerAlerts\* and public computers.

When your PUNetID is first created, it has a default password of PassMMDD, where MM and DD are the two-digit Month and Day of your birth date. You must log into myAccount (<https://account.pacificu.edu>) and change your password before you can access the other resources listed in this document with your PUNet Account.

\*These systems, rather than using your PUNet password, ask you to create a password. The TIC encourages you, for the sake of simplicity, to use the same password on all accounts. Keep in mind, however, that if you ever change your PUNet password via MyAccount, your BoxerMail and BoxerAlerts passwords will not be automatically changed.

**MyAccount-** The MyAccount system is where you go to maintain your accounts (e.g. change passwords, check mailing list membership, change information about you in Pacific University records, create or change an email alias, get your UC Box combination). To log onto MyAccount, go to <https://account.pacificu.edu> (or follow the link from the [www.pacificu.edu](http://www.pacificu.edu) main page) and log on with your PUNet username and password.

**Boxer Card-** Your Boxer Card is a multi-functional ID card. It serves as your student identification card, library card, door access key, meal card, and much more. Before your card can be issued, have your picture taken at the Campus Public Safety building. If you have problem with your BoxerCard call Campus Public Safety at x.2230 (503.352.2230 off-campus) or email [cps@pacificu.edu](mailto:cps@pacificu.edu).

**BoxerOnline-** This website allows you to view your grades, class schedules and financial information and even to make payments or authorize others to view your financial information. To access BoxerOnline go to <https://boxeronline.pacificu.edu> (or follow the link from the [www.pacificu.edu](http://www.pacificu.edu) main page) and log on with your PUNet username and password.

**BoxerAlerts-** This system allows you to enter the number of a cell phone capable of receiving text messages or an external email address and receive messages about emergencies or school closures. To create a BoxerAlert account, go to <http://www.pacificu.edu/alerts/> or select the BoxerAlerts link from your MyAccount main page.

**Blackboard-** Blackboard is Pacific University's online course management system. Instructors use Blackboard to distribute information to students, accept assignment submissions online and even to give tests online. To access Blackboard go to <https://blackboard.pacificu.edu> (or follow the link from the [www.pacificu.edu](http://www.pacificu.edu) main page) and log on with your PUNet username and password.

*This is a publication of University Information Services. For further assistance please contact the Technology Information Center (503-352-1500, lower level Marsh) or University Information Services for the Health Professions Campus (503-352-7243, HPC 211) or email [help@pacificu.edu](mailto:help@pacificu.edu).*

**Equipment Checkout-** The TIC checks out equipment to students. Available equipment includes Mac and PC laptops, projectors, digital voice recorders, digital camcorders, digital still camera, various cables and adapters and more. Students can check out equipment for up to 24 hours. To ensure that the equipment you need will be available, call the TIC to make a reservation.

**BoxerSecure-** Wireless internet access is available across all Pacific University campuses for laptops and many handheld devices. Your PUNet ID is used to log into the BoxerSecure network. Step-by-step instructions are available at the TIC website ([www.pacificu.edu/uis](http://www.pacificu.edu/uis)) or at the TIC. If you experience trouble, the TIC can help you set up BoxerSecure access.

**NetReg-** High speed internet access is available in the dorms via Ethernet jacks in every room. To access the internet, though, a computer must be registered via the NetReg system. To activate NetReg, plug in a computer, open a web browser, and follow the instructions. If you experience problems or have a device with no web browser, contact your NAs at [na@pacificu.edu](mailto:na@pacificu.edu)

**RosettaStone-** This is an online language learning program that is available to all Arts & Sciences undergraduates. It can be accessed from any computer and provides unlimited access to courses for 26 languages. To access RosettaStone go to <https://account.pacificu.edu/rosetastone/>

**Email Alias-** Your default email address is yourPUNetID@pacificu.edu and will remain so while you are affiliated with Pacific University. However, you may create an email alias, a second email address that delivers mail to the same inbox, via the myAccount system.

**Pharos Printing-** There are public print stations at several locations on the Forest Grove campus as well as on our Hillsboro, Eugene and Portland campuses. Black-and-white printing costs \$0.05/page and color is \$0.25/page. You receive \$5.00/month credit for printing. You can print from public computers on campus or from your own laptop. Step-by-step instructions for setting up your laptop to print to Pharos are available at the TIC website ([www.pacificu.edu/uis](http://www.pacificu.edu/uis)) or at the TIC. If you experience trouble, the TIC can help you set up Pharos printing.

Please note that Pharos printers cannot print on any paper other than the plain white paper which is provided. For printing on transparencies, on large formats, on color paper, etc. contact the Service Center at ext. 2731 (503.352.2731 off-campus).

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