Username and password

- For all University logins, the username is your **University** ID in the following format, for example:

  12345678

- The password is your University network password (Date-of-Birth e.g. 10Jan01 – until you **reset it**)

- You can sign-up for self-service password reset by going to the following link, or scanning the QR code

  https://register-password.mmu.ac.uk

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Digital Fluency and Understanding Moodle

MIBT Student Skills

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Session outcomes

By the end of this session, you will be able to:

- Access your Manchester Met user and the appropriate WiFi network.

- Identify features and functions of Moodle pages.

- Assess the importance of utilising Microsoft products, including and Office 365.

This session will cover:

- Setting up your University network ID

- Multi-Factor Authentication

- Wi-Fi (eduroam)

- MyMMU app

- Your timetable

- Introduction to Moodle

- Microsoft Office 365

- Microsoft Teams

- Microsoft OneDrive

- Self-learning outlets

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Multi-Factor Authentication

- When using your own device, or non-campus WiFi, you'll have to use Multi-Factor Authentication (MFA).

- Simplest method: install the Microsoft Authenticator App which will send you a prompt when accessing university services.

- Register here; further information here

Wi-Fi around the university

- University Wi-Fi network: '**eduroam**'

- The login username is your **University** email address
  12345678@stu.mmu.ac.uk

- The password is your **University network password**

- Use eduroam instead of the guest Wi-Fi; it auto-authenticates many pages/systems

- Many universities use the eduroam network; you can connect at another institution by logging in with your university credentials.
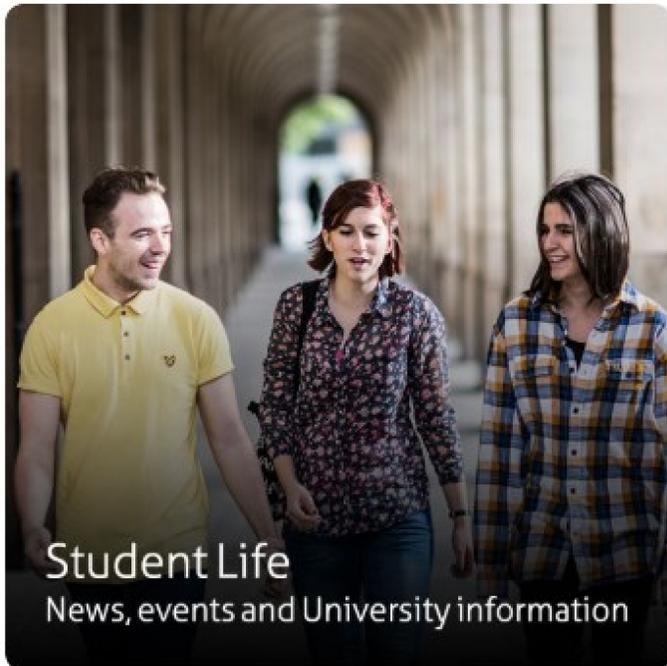
MyMMU App

- MyMMU is the home of all the online tools provided for you by Manchester Met to enjoy a successful studying experience.

- Download it here or scan the QR code

- Or go to the page on your browser at https://my.mmu.ac.uk

- You can access: Moodle, your timetable, student emails, Library services, and many more tools through the app.

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Attendance

My Results

Personal Tutor

Student Hub — Ask a question

Accommodation

Study Skills

Exams Timetable

Address Update

PAL — Peer Support

Jobs

Letter Requests

Assist

Accommodation

Change Password

Maps

Wellbeing

Coursework

Sports

THE UNION — Union

Social Media

Moodle

Student Life
News, events and University information

Timetable

SkillsForge

Library

Email

Free Space

Careers

Files

IT Support

Finance

Adobe Express

Your timetable

- You can access your timetable by going to https://mytimetable.mmu.ac.uk/schedule (or via the QR code) and signing in with your ID@stu.mmu.ac.uk and network password.

- Alternatively, you can access your timetable via the myMMU app.
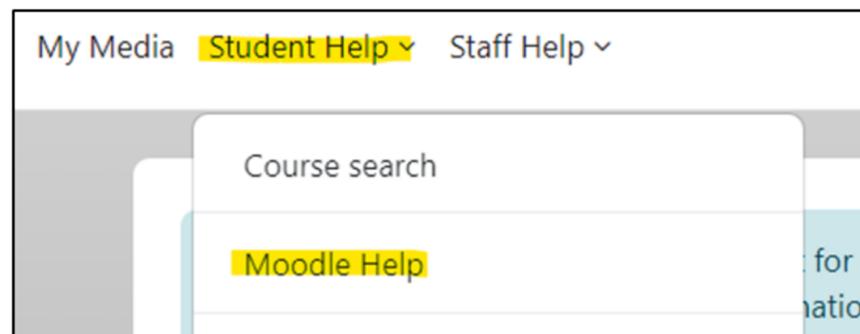
- Timetable FAQs and support is available here.

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Time to Explore

Using the MyMMU App:

- Change your password

- Find out who your Personal Tutor is

- Access your timetable

- Find out where there is some free study space

Moodle

- The core of our **Virtual Learning Environment (VLE)**, containing tools that support learning, teaching and assessment.

- You are automatically enrolled onto relevant Moodle modules so that you can access course materials and coursework submission points.

- You may be asked to engage with Moodle through announcements, forums and interactive tasks, e.g. quizzes.

- Guidance on using [Moodle](#) is available via Student Help > Moodle Help in the top bar:

Example of module leader information in Moodle

Activity

Identify one of your modules on Moodle and find out the following:

1. Who is the **module leader**?

2. What is the **assessment deadline** for this module?

3. What other **key information** can you find on the Moodle page?

Microsoft Office 365 & Adobe Express
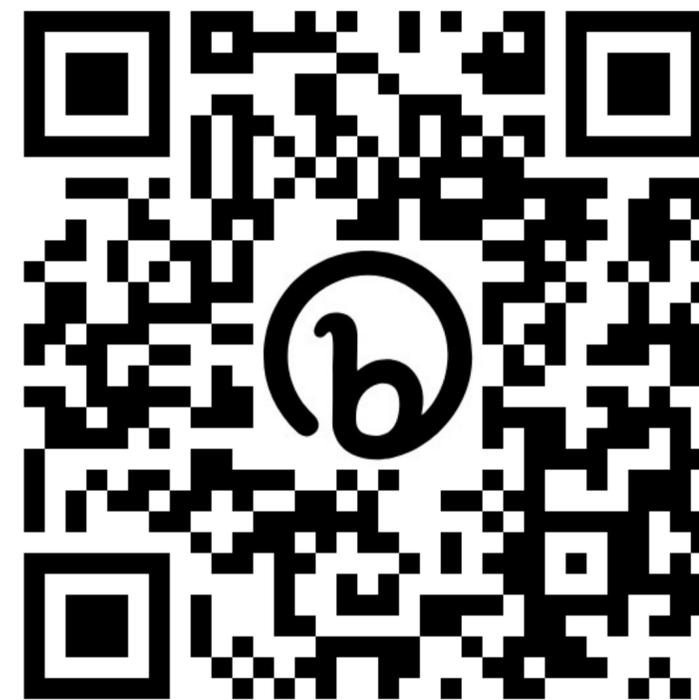
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- All students at Manchester Met have access to the Office 365 suite of applications: Word, Excel, PowerPoint, OneNote, and more

- You can access the web versions, or download Office applications onto your personal device to use throughout the duration of your course.

- You can also access Adobe Express via the MyMMU App.

- For links to downloads and a full list of the software available, scan the QR code or go to http://bit.ly/mmu365

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Microsoft OneDrive

- OneDrive is free for all students at Manchester Met. OneDrive provides a large file storage area that you can access from any device via your web browser or a downloadable app.

- Go to https://office365.mmu.ac.uk/

- You can find links to downloads for OneDrive for all your personal devices at http://bit.ly/mmuOneDrive or scan the QR code

- OneDrive is the recommended storage solution for your university work

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Microsoft Outlook

- Outlook is our main tool for email communications.

- Be sure to use your Manchester Met student email when contacting university staff members.

- Staff operate a 72-hour response time for emails.

- Email is **the most common** way to contact your tutors.

LinkedIn Learning

- Unlimited access to hundreds of online video courses taught by experts in software, creative, and business skills.

- Access via https://www.linkedin.com/learning-login/ or the QR code

  - You'll be logged in automatically on a university PC

  - Alternatively, log in by entering **mmu.ac.uk** in the email sign-in box, selecting **The Manchester Metropolitan University** and entering your ID in the format **IDnumber@stu.mmu.ac.uk**

- Support available via the Library.

IT troubleshooting checklist

- **Logging in and MFA**: IT and Digital team (physical presence in Library)

- **Mobile phone WiFi**: IT and Digital team (physical presence in Library)

- **Timetabling**: Student Hub team

- **LinkedIn Learning**: The Library

Thank you

If you have any questions following this session, please reach out to the Programme Support team:

MIBTProgrammeSupport@mmu.ac.uk

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