FIRST STEPS *in the IT*

DEGGENDORF INSTITUTE OF TECHNOLOGY DIT

Student portal:
https://www.primuss.de/portal-thd

1. Check-in

- For the duration of your studies you will receive the following from the university:
  - a user account and
  - an e-mail account
- For the check-in you will receive a message with an individual link to your private e-mail address
- In the first step, you will be asked to enter your matriculation number for verfication purposes.
- ***Please note:*** Your matriculation number can be found on your admission registration certificate and is *not* the same as the applicant number.
- Check your data. If the information is correct, confirm it. If this is not the case, please contact the IT support.

2. Password and user account

- Please choose your password. It has to include:
  - 10 to a max. of 32 characters
  - upper/lower case letters, numbers and special characters, but *no* spaces.
- Your accounts will be displayed and are ready to be used.
- *Example:*
  Luca **M**uster (Matr. no. **00123456**), born **05**.12.2000
  => Matr. no. 00123**456** => **lm05456**

3. Multi-factor authentication (MFA)

- To protect our infrastructure and your data, a multi-factor authentication requirement applies to most services and the VPN. For more information on how to set this up, see: *https://th-deg.de/en/multi-factor-authentication*

4. E-mail account

- E-mail address: name.surname@stud.th-deg.de
- Please note: If your name already exists, the e-mail address will be extended with consecutive numbers: name.surname2@stud.th-deg.de
- E-mail password: *https://th-deg.de/en/mythdeg/it-services/device-specific-password*
- Visit *https://idm.th-deg.de* (access only on campus or via VPN) if you're unclear what your e-mail address looks like.

5. Important drive letters

- I: your personal home drive (5 GB)
- S: Network Drive for students at Deggendorf and Cham
- R: Network Drive for Students at ECRI
- Instructions on myTHD under „Network Drive"

6. Student e-mail distribution lists

- Sending e-mails to student distribution lists is only possible via the MoM web application: *https://mom.th-deg.de*

7. Public distribution lists

- To receive further information via e-mail (News, events, etc.), you can subscribe to the according public distribution lists at *https://idm.th-deg.de* in the menu item „Public distribution lists"

8. Important internet addresses

- DIT Website: *https://th-deg.de/en*
- Access to the E-mail system: *https://webmail.th-deg.de*
- MYTHD: *https://th-deg.de/en/mythdeg*
- E-Learning: *https://ilearn.th-deg.de*
- Cloud storage: *https://nextcloud.th-deg.de*

9. Printing & Copying

- In order to be able to print or copy you first have to register the student card at a printer with a card reader. Then you can charge your credit at the terminal next to the copyshop (Room C012). Further information can be found at: *https://th-deg.de/en/mythdeg/it-services/printing*
- Connect a printer: Windows Explorer -> enter in address bar -> \\druck (return) -> add selected printer by double clicking.
- Please refer directly to the staff in the copyshop if any problems (missing paper, paper jam, damages, and so on) occur: Building C, Room C012, Tel. +49 991 3615-362

10. Introductory sessions

- Many faculties organise an IT introductory session at the beginning of the 1st semester. You will receive more information from your faculty.

11. Certificate of Enrolment

- Select the Primuss portal in your browser: *https://www.primuss.de/portal-thd* (Login with your user ID; see point 1)
- Click on "Mein Studium" (my studies).
- Click on "Aufrufen von Bescheinigungen" (Study certifications)
- Select the required form of enrolment certificate
- A PDF file will be created which can be printed or saved and sent by email

12. Access to Network

- WLAN „eduroam": *https://th-deg.de/en/eduroam*
- WLAN „@BayernWlan"
- VPN access: *https://th-deg.de/en/mythdeg/it-services/edu-vpn*

13. Software offers

- Microsoft Azure Dev Tools for Teaching (incl. Windows 11)
- Microsoft Office 365
- campusAuction (auction system)
- Pinboard (small ads)
- Survey systems (LimeSurvey, THDoodle)

Contact

IT support
Our IT service desk will be happy to help you with any problems relating to the IT facilities.

Anytime via E-Mail: it-support@th-deg.de
Personally according to notice board.

European Campus Rottal-Inn (ECRI)
Student IT support at ECRI takes place Mon/Tue/Thu/Fri from 1 - 2 pm in the copy room EC 0.17. Please consider e-mail and facebook announcements.

E-mail: ec-it-support@th-deg.de