

## Key Accounts & Online Tools for First Year

1. **TCard** | <http://tcard.utoronto.ca/>
  - a. Must have: [1] Student Number or Letter of Admission or your UTOR/JOIN ID, [2] VALID Government-issued Photo Identification, [3] Citizenship documents
  - b. Located in the Koffler Student Centre, 214 College Street, first floor (behind Second Cup) OR at the other U of T Campuses (UTSC, UTM)
  - c. U of T Student Identification card: Evaluations, libraries and access to engineering resources (ECF, Engineering Buildings, Discipline common/study rooms)
  - d. <http://tcard.utoronto.ca/getting-your-new-tcard-2/>
  
2. **Wi-fi** - How to set up
  - a. UofT wireless network allows students to access Wi-fi on campus
  - b. eduroam allows U of T students at other universities using their student credentials
  - c. <http://help.ic.utoronto.ca/content/20/704/en/wireless-access.html>
  
3. **Mail** | <http://mail.utoronto.ca>
  - a. All correspondence from the Registrar's Office, First Year Office and Engineering Science Office, Undergraduate Office, Engineering Society is sent to your UTmail
  - b. First Year News Feed, (Blackboard, ACORN notifications)
  - c. <http://help.ic.utoronto.ca/content/3/1753/en/utmail.html>
  
4. **Engineering Computing Facility (ECF)** | <http://undergrad.engineering.utoronto.ca/advising-support-services/engineering-computing-facility-ecf/>
  - a. Printing quota (Generally 900 per semester) - Can print in black & white and in colour. Each page printed on the colour printer will count as two pages. Double sided printing in black & white has a reduced page cost.

**Logging in for the First Time**  
Username: Your Utorid (check Your Tcard!)  
Password: XXXXMMDD - the last 4 digits of your student number (XXXX) and the 4 digits of your birthday month and day (MMDD).
  - b. <http://undergrad.engineering.utoronto.ca/advising-support-services/engineering-computing-facility-ecf/ecf-account-activation/>
  
5. **ECF Remote** | <https://ssl.ecf.utoronto.ca/ecf/services/rd>
  - a. Can remotely access ECFPC Workstations. If your connection to the workstation is disconnected, your session will be automatically logged off, so frequently save your work
  - b. <http://undergrad.engineering.utoronto.ca/advising-support-services/engineering-computing-facility-ecf/remote-access/>

### Accessing ECF from home

Connecting to Windows computers: Remote Desktop

To access the Windows ECF labs at home (Windows or Mac), visit <http://bit.ly/ECFRD> and select an available workstation. This will download an .rdp file which you can run. Now simply log on as though you're in a Windows lab, and voilà - you're in! You can access applications like MATLAB or transfer files between your ECF account and home computer. However, be warned: remote access will be a bit laggy depending on your internet connection.

Connecting to Linux computers: Remote FTP Client (it sounds fancy but it ain't)

You will be doing this if you want to submit your code through your own computer if you worked on it outside of the labs (you still have to go to your lab periods to get marked though!). For Windows, download WinSCP at <https://winscp.net/>, or for Mac download CyberDuck at <https://cyberduck.io/>. These clients will allow you to drag and drop your files from your PC to your Linux account and will enable you to run terminals to submit your code. They're a lifesaver. The log-in information for the clients is accessible from within your first lab handout.

6. **Portal** | <http://portal.utoronto.ca>
  - a. This is where you'll find course announcements & materials (i.e. syllabuses, lectures, slides etc.)
  - b. Can have multiple listings for each course (individual lecture/tutorial section, etc.)
  - c. Disable email notifications
  - d. View all updates and assignment, lab, tutorial and midterm grades
  - e. Blackboard App to get information on the go - Mobile Learn™
7. **ACORN** | <http://acorn.utoronto.ca>
  - a. Where you find your schedule, invoice, and maintain your personal U of T records
  - b. Transcripts (unofficial digital copy or order official copy)
  - c. Timetable, calendar export
  - d. Where you can check your tuition invoice and defer payments
8. **Piazza** | <https://piazza.com/class>
  - a. This is similar to a forum in which you can get your questions answered
  - b. Professors and TA's are able to post notes and answer questions at any time and other students may be able to answer your questions
  - c. Disable email notifications
9. **Top Hat** - How to set up
  - a. Top Hat is used to allow for in-class participation from attendance to content quizzes and polls
  - b. Can use mobile app, online website or text in answers
  - c. <https://app.tophat.com/register/student/>

### 10. Office 365 ProPlus

- a. As a current student at U of T you are able to take advantage of Office 365 ProPlus in which you are able to instal Microsoft Office to your devices
- b. [http://help.ic.utoronto.ca/index.php?solution\\_id=1966](http://help.ic.utoronto.ca/index.php?solution_id=1966)

**11. Google/Google Docs | <https://docs.google.com>**

- a. Collaborative document-sharing environment used for group projects that allows you to monitor any revisions or changes and group editing of documents or reports
- b. Google Docs (Google Drive) requires you to have a Google account. A Google account is different from a Gmail account. You must set up your mail.utoronto.ca address as your alternate email address in your Google account, or sign up for another Google account with your mail.utoronto.ca address.
- c. <https://accounts.google.com/SignUp?continue=http%3A%2F%2Fwww.google.ca%2F&hl=en> (Click on "I prefer to use my current email address" to set up an account using your mail.utoronto.ca address.)

**12. Engineering Portal | <https://portal.engineering.utoronto.ca/sites/portal/portal.asp>**

- a. Letter requests, petitions, exam requests, transfer application, e-portfolio, rankings

**13. Sign up for UT Alert | <http://alert.utoronto.ca/>**

- a. This service will allow the University to quickly send important messages via telephone, email and text.

**14. Libraries**

- a. Search database - <https://onesearch.library.utoronto.ca/>
- b. Online chat with a librarian
- c. Group study rooms - <https://onesearch.library.utoronto.ca/group-study-rooms>
- d. Engineering Library - <https://engineering.library.utoronto.ca/>
  - i. Access specifically to standards and codes databases and journals

**15. Other software available**

- a. As students, there are software that is available at discounted prices or student versions of the software
- b. MATLAB (this might be reduced to \$10) - <http://sites.utoronto.ca/ic/software/detail/matlabStudent.html>
- c. Microsoft Imagine - <https://e5.onthehub.com/WebStore/ProductsByMajorVersionList.aspx?ws=30b88fca-b08b-e011-969d-0030487d8897&vsro=8&JSEnabled=1>
- d. Autodesk - <https://www.autodesk.com/education/home>
- e. ANSYS - <http://www.ansys.com/Products/Academic/ANSYS-Student>
- f. SAS - [https://www.sas.com/en\\_us/software/university-edition.html](https://www.sas.com/en_us/software/university-edition.html)
- g. Licensed Software Office - <http://sites.utoronto.ca/ic/software/>