

Co-Lin Technology Information Guide

(for latest information, go to <https://www.colin.edu/student-helpdesk>)

SYSTEM	USERNAME	PASSWORD
<i>Microsoft 365 (email, onedrive, etc.)</i> (“MyPack” link from the www.colin.edu homepage. Then click “Email”.)	Full email address (see format info below)	Initial password must be created using the “Forgot my Password” link. Your mobile number and/or alternate email on file with the school must be correct! This will become your MAIN PASSWORD.
<i>Network Logon</i> (logging on to any networked computer on campus)	Student ID	Main Password
<i>Canvas</i> (“Canvas” link on homepage or go to colin.instructure.com)	Full email address (see format info below)	Main Password
<i>MyPack Student Portal</i> (“MyPack” link from www.colin.edu homepage. Then click “MyPack Student Portal”.)	Student ID	Initial password will be your 6 digit date of birth in the following format – MMDDYY You will be forced to change your password during your first login.
<i>WiFi</i> (Connect to “Colin-Public”)		backthepack
<i>Dorm WiFi</i> (Connect to “WolfDenWiFi”)		wolfdenvifi2022

Student Email Address:

- Email address is in the format – **Flastname1234@st.colin.edu**
(first name initial + full last name + last 4 digits of your ID#)

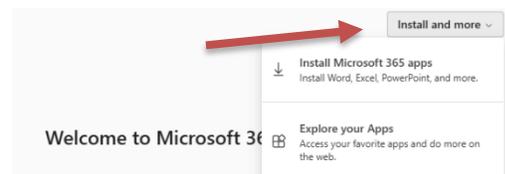
OneDrive:

- OneDrive is a part of the Microsoft 365 suite. As a student, you have access to 1TB of cloud storage for files.
- To access, logon to your Co-Lin email (see above for instructions) and look for the apps link.
- Co-Lin network computers (ie. Computer Labs) will automatically map OneDrive and can be found in File Explorer

Microsoft Office:

You can download the full Microsoft Office suite of products on your personal computer for **FREE!!!**

- Logon to your Co-Lin **email** (see above for instructions).
- Then click “Install and more” button in the top right:
- Choose “Install Microsoft 365 apps” to install all the most used apps on your personal computer.



Canvas:

- Chrome Browser recommended.
- MOBILE APP: The Canvas Student app is the mobile version of Canvas that helps you stay current with your courses anywhere you go. Download the FREE Canvas Student app on Android and iOS devices.
- NOTIFICATIONS: Recommended to turn on TEXT and/or EMAIL notifications so you are alerted when instructors post information.
 - Click on “Account” in the upper left of Canvas.
 - Click on Settings.
 - Add alternative email addresses and/or telephone numbers to the “Ways to Contact” on the right.
 - Then, visit “Notifications” to personalize how often and by which means you would like to be notified of activities within Canvas.

