# IT-SERVICES FOR STUDENTS

Your user name is your matriculation number with a leading lower-case "r", e.g. <r0724001>. Your primary email-address is based on your user-name, it is your username followed by "@student.akbild.ac.at" like
<r0724001@student.akbild.ac.at>.

Your AkademieOnline user name and password are synchronized with your domain account. This means that your credentials for AkademieOnline, (Web-)Mail, WiFi, home folder, workstation login etc. are all identical.

You can only change your password in **AkademieOnline**.

Once you have completed your enrolment at the Registrar's Office (Studien- und Prüfungsabteilung), you will receive a personal PIN-code. With this PIN-code you can activate your AkademieOnline account and set your password. Soon after this activation your mailbox and student home folder will become
available. In case you forgot your password or if your PIN-code has expired before you could use it, you can get a new PIN-code from the Registrar's Office (Studien- und Prüfungsabteilung) or your institute's secretary. The PIN-code lets you reset your password.

## AkademieOnline:
The web-based campus system of the Academy can be found here:
https://campus.akbild.ac.at/

## Email Account:
Your webmail account is accessible at this address (1GB quota limit):
https://student.akbild.ac.at/webmail

## Students Email-Alias:
**Go to https://campus.akbild.ac.at and log in. Then access your Business card/Workplace by clicking on your Name in the top right corner.** In your Business card/Workplace, click "Services" and then "Email- Alias". On a seperate page, you will be able to view the new email-address, which has the following structiure:
<given name>.<surename>@student.akbild.ac.at
If there's more than one person with the same name, the system will automatically append a number after your surename:
<given name>.<surename>1@student.akbild.ac.at.

## Home Folder:
A personal directory/home folder for each student (5GB). Access the
Server
using cifs://studentin.akbild.ac.at/student-homes/username for Mac OS X
systems or
\\studentin.akbild.ac.at\student-homes\username on Windows systems.

## Academie-PrintCard:
The Akademie-PrintCard is available for all students of the Academy and allows you to use our Multifunctional Print Devices on a "Follow Me" basis, mobile printing, copy and scan to USB or Email. Your PrintCard is personalized and used for authorization. Finished print jobs can be printed again for 4 hours. Uncollected print jobs are deleted after 24 hours. To get your

PrintCard or more Information
on printing please contact the secretary of your respective institute. To activate the PrintCard you must have completed your AkademieOnline activation (using your initial PIN-Code).

If you lose your PrintCard you have to pay a fee of 25€ to get a new one. This fee will not be refunded. In case of theft or robbery, a new card will be issued free of charge upon presentation of an official theft report.

## Mobile printing:
It is possible to send print jobs (only black/white) from any device to the print server of the Academy through the so-called "mobile printing" without setting up a printer on your device. The print jobs can be sent via common web
browsers (Firefox, Chrome, Safari ...). Like any other print job they can be picked up within 24 hours at one of our
Multifunctional Print Devices or re-printed within 4 hours.
To use this service you have to sign in at the following link using your
AkademieOnline credentials: https://mobileprint.akbild.ac.at

## Access Control System:
At our venues in Karl-Schweighofer-Gasse and Kurzbauergassse / Böcklinstraße we have an access control system. The Akademie-PrintCard will work as a key. New students get their Akademie- PrintCard at their institute.

## u:book:
Together with several other universities we offer low cost (but high end) laptops during the "u:book" campaign at the beginning of each semester. You can find more information about this venture at the u:book Homepage: http://www.ubook.at.

## WiFi:
**The Academy of fine arts Vienna offers free wireless** internet access. SSID is "AKADEMIE" and you connect with your AkademieOnline credentials.

## Eduroam:
Eduroam (Education Roaming) is a global project (for more information visit http://www.eduroam.org). You can use the WLAN infrastructure of many partner universities/institutions to get free internet access. You get access to Eduroam at other universities with the username and your password from your AkademieOnline account. Example: r0570152@akademie.bildendekunst.ac.at

## VPN:
You can access your Home Folder and shares from outside the Academy's Network. Software download and tutorials for Mac and Windows can be found at http://www.akbild.ac.at/vpn.

## Filesender:
ACOnet FileSender is a web-based tool for the transmission of large files between identified individuals.
It is possible to upload files with a size of up to 100GB and make them available for 10 days to certain individuals. Further information can be found here: https://www.aco.net/filesender

Detailed information on our IT-Services (tutorials, information sheets, etc.) can be found here: http://zid.akbild.ac.at

Please contact the Information Communication Technologies Department (ZID) with any problems or questions by email to support@akbild.ac.at or call +43-1-58816-1717.