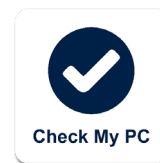


## Before You Arrive



When using your own PC or Mac on campus, it is important that your device is secure. ICT provides free Anti-Virus software, and has tips to help you stay safe online.

1. Before arriving on campus, please ensure you check your PC/Mac is up to date by visiting **checkmypc.lincoln.ac.uk**
2. Download and run the scan tool
3. If your system fails the scan you will be given advice to help secure your system

Please Note: You may be asked to update your sytem and/or scan for viruses. If you need any help, please contact ICT Services.

## Connecting to Wi-Fi



The University provides free unlimited Wi-Fi across campus through **eduroam**.

1. Go to the Wi-Fi settings on your device and select the “eduroam” network.
2. Enter your University email in the following format: **01234567@students.lincoln.ac.uk** (where “01234567” is your student ID number)
3. Enter your password.
4. If your device asks you to trust the network, please allow this. If you are using an older device we may have to install some security certificates for you.

Once the device has connected, it will automatically log in to the network whenever you are on campus. With eduroam, you can also access Wi-Fi at other institutions and in some public places using your University of Lincoln account.

**Please Note: For Android devices, please use PEAP and MSCHAPV2 when prompted.**

# Microsoft Office 365



Microsoft Office 365 is **FREE** for all students, for use on up to five devices (PC, Mac, iOS, Android & Windows Phone), for the period of your study.

Office 365 is available on and off campus once you have received your student email address and set your password.

## 1Tb Storage

You will be provided with 1Tb personal online storage space through Microsoft OneDrive. This online storage space can be used to store, share, sync & backup your personal files.

## How do I setup / access Office 365?

1. Please ensure you have logged into Blackboard as per your Getting Started Leaflet
2. Go to **365.lincoln.ac.uk**
3. Sign-in with your University email address and password eg. **12345678@students.lincoln.ac.uk**
4. You will be forwarded to an area where you can download Microsoft Office applications and access your online storage and email.

To install Office Applications, select the “Install Office” drop down menu and choose “Other installation options”.



→ Other installation options  
Install a different language, the 64-bit version or other apps available with your subscription.

Next, customise your language and click on the orange “Install Office” button to download Office Applications.

## Office



Language ⓘ

English (United States) ▼

Version

64-bit ▼

Install Office

0 INSTALLS