



THE UNIVERSITY
OF QUEENSLAND
AUSTRALIA

CREATE CHANGE

IT Essentials for UQ Students

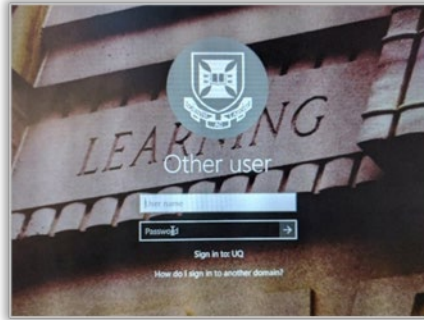
Website – Computer availability

Computer availability	
Architecture & Music Library	19 of 41 free
Biological Sciences Library	124 of 269 free
Central Library	11 of 22 free
D.H. Engineering & Sciences Library	108 of 132 free
Duhig Building	71 of 196 free
Gatton Campus Library	47 of 101 free
Herston Health Sciences Library	8 of 38 free
Law Library	46 of 125 free
PACF Health Sciences Library	34 of 58 free

Library home page will show number of currently available desktop in all branches

A two minute delay between updates

Desktops



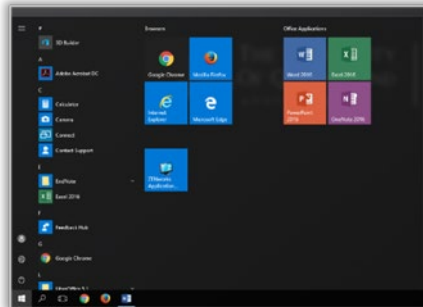
Sign in using your

username e.g.: s1234567

password: ??????????

(whatever your password is)

Desktop Software



Windows 10

Microsoft Office 365

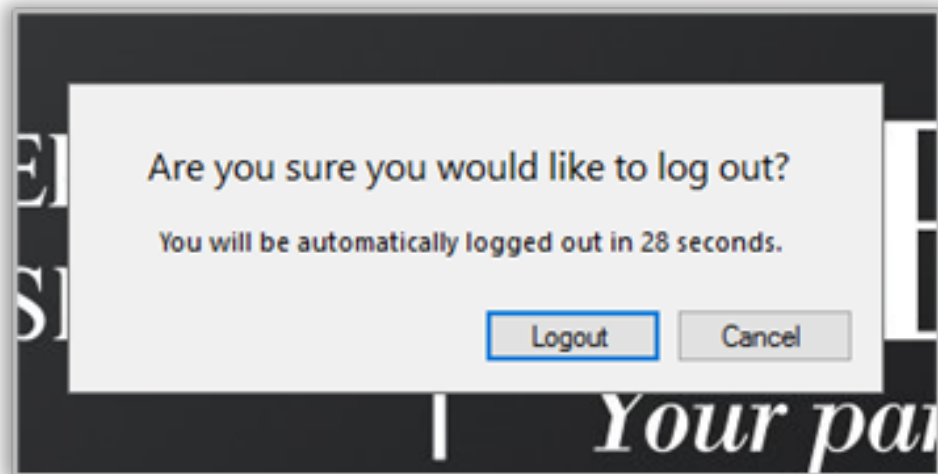
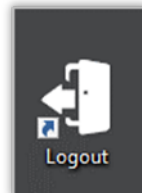
Web browsers: Edge, Chrome and Firefox

Adobe Acrobat – full version

Zenworks – specialist software access

Bring a USB or use cloud storage!

Logout



Always logout when finished on a public machine

You are responsible for anything that happens under your login details

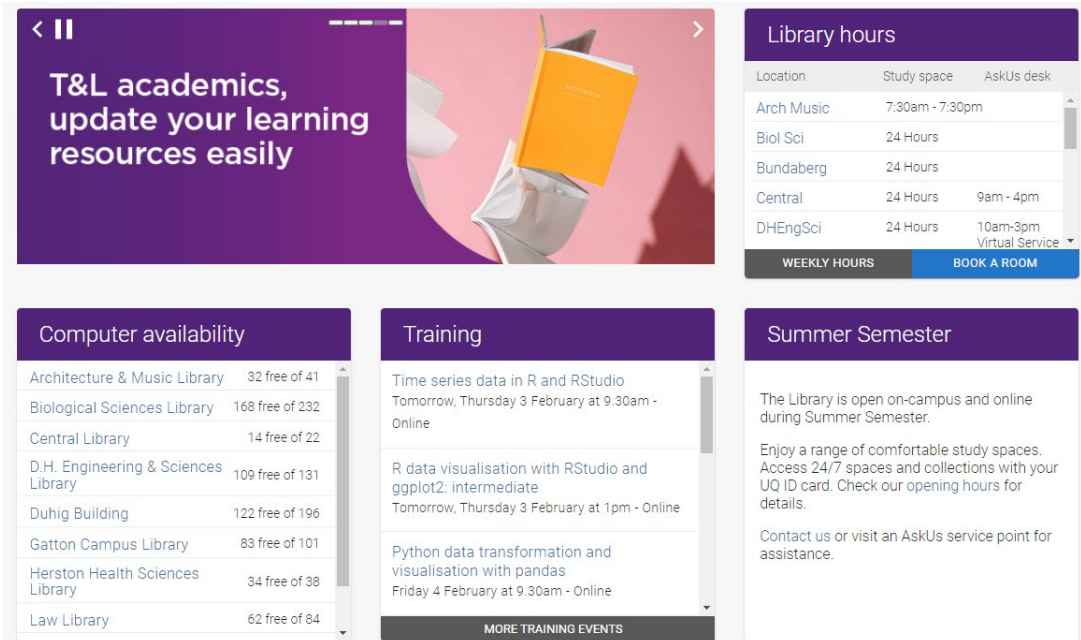
Never let anyone use your login details

Library Website

library.uq.edu.au

Very important to your studies
Information on

- Training course
- Database access
- Referencing software
- Study assistance
- Support services



The screenshot shows the library website's main navigation and content areas. At the top left, a banner reads "T&L academics, update your learning resources easily" with a background image of books. To the right, a "Library hours" section features a table of locations and their operating times, along with "WEEKLY HOURS" and "BOOK A ROOM" buttons. Below these are three main content columns: "Computer availability" with a table of library locations and their current computer counts; "Training" with a list of upcoming events like "Time series data in R and RStudio"; and "Summer Semester" with text about on-campus and online access and contact information for assistance.


Location	Study space	AskUs desk
Arch Music	7:30am - 7:30pm	
Biol Sci	24 Hours	
Bundaberg	24 Hours	
Central	24 Hours	9am - 4pm
DHEngSci	24 Hours	10am-3pm Virtual Service

Library	Free	Total
Architecture & Music Library	32 free	of 41
Biological Sciences Library	168 free	of 232
Central Library	14 free	of 22
D.H. Engineering & Sciences Library	109 free	of 131
Duhig Building	122 free	of 196
Gatton Campus Library	83 free	of 101
Herston Health Sciences Library	34 free	of 38
Law Library	62 free	of 84

Event	Date	Time	Mode
Time series data in R and RStudio	Tomorrow, Thursday 3 February	at 9.30am -	Online
R data visualisation with RStudio and ggplot2: intermediate	Tomorrow, Thursday 3 February	at 1pm -	Online
Python data transformation and visualisation with pandas	Friday 4 February	at 9.30am -	Online

Library services – for Students

Services for students

 / Library services

COVID-19 (coronavirus) and Library services

We will continue to provide [services as the COVID-19 \(coronavirus\) situation evolves](#). Access our resources and training to help you to continue your studies online.

Assignment planner

Try our [assignment planner](#) to create a step-by-step plan for completing your assignment.

Studying online

- [Prepare for online exam success](#) - strategies to help you get ready for your online exams, including checking your IT set up and your access to the learning resources you need for open book exams.
- [How to study online](#) has tips to help you access the tools you need and to stay focused and organised.

How can we help you succeed?

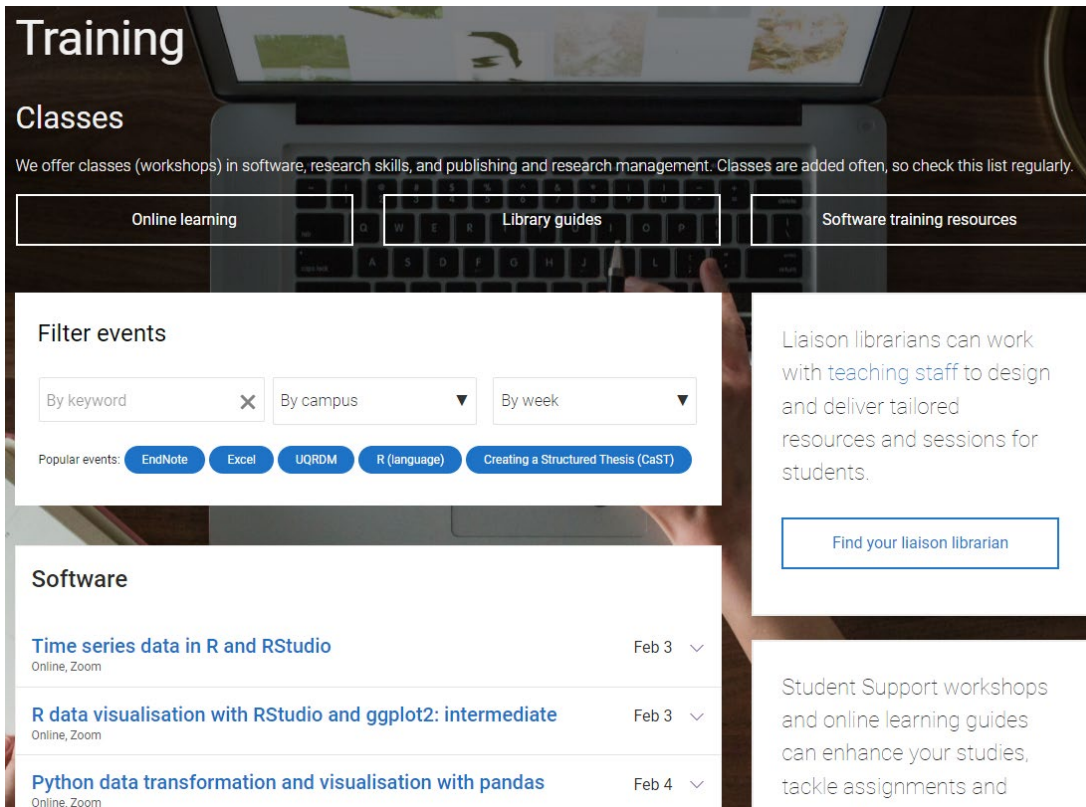
I need access to learning resources like reading lists, past exams or to view my loans:

[Log in to My Library](#)

Use the menu at the top to select Library services – for Students

Starting point for all things Library

Training courses



Training

Classes

We offer classes (workshops) in software, research skills, and publishing and research management. Classes are added often, so check this list regularly.

Online learning Library guides Software training resources

Filter events

By keyword By campus By week

Popular events:

Software

Time series data in R and RStudio Online, Zoom	Feb 3 <input type="button" value="v"/>
R data visualisation with RStudio and ggplot2: intermediate Online, Zoom	Feb 3 <input type="button" value="v"/>
Python data transformation and visualisation with pandas Online, Zoom	Feb 4 <input type="button" value="v"/>

Liaison librarians can work with teaching staff to design and deliver tailored resources and sessions for students.

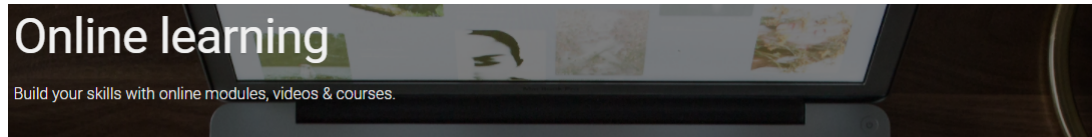
[Find your liaison librarian](#)

Student Support workshops and online learning guides can enhance your studies, tackle assignments and

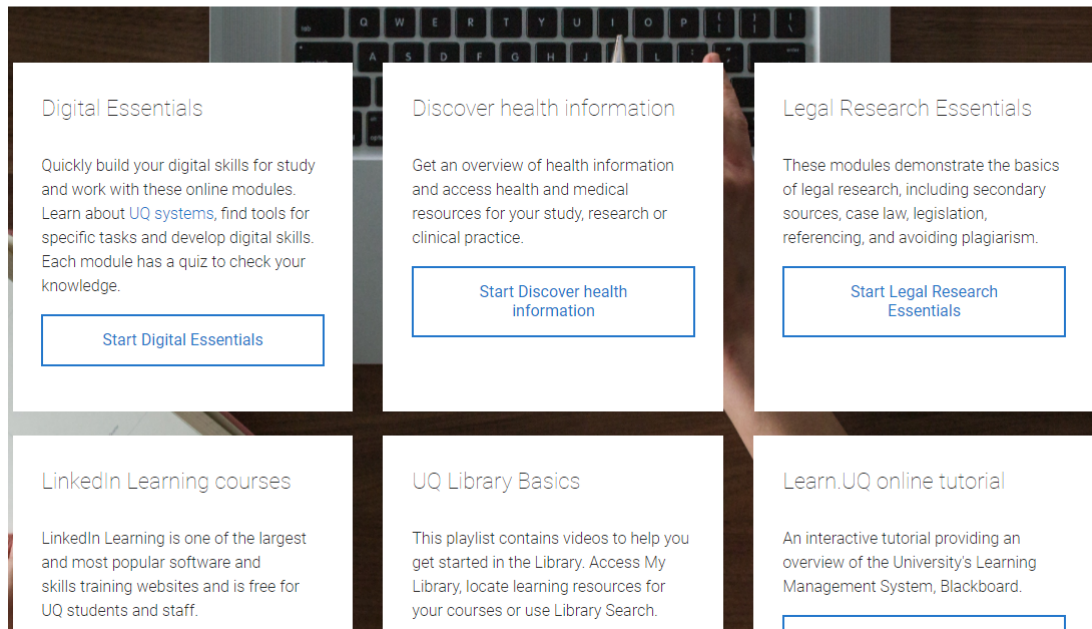
Training and support on

- Microsoft products
- R and Rstudio
- Python
- Adobe products
- Publishing and Research Management
- EndNote – bibliographic software

Online Learning



Library services / Training



<h3>Digital Essentials</h3> <p>Quickly build your digital skills for study and work with these online modules. Learn about UQ systems, find tools for specific tasks and develop digital skills. Each module has a quiz to check your knowledge.</p> <p>Start Digital Essentials</p>	<h3>Discover health information</h3> <p>Get an overview of health information and access health and medical resources for your study, research or clinical practice.</p> <p>Start Discover health information</p>	<h3>Legal Research Essentials</h3> <p>These modules demonstrate the basics of legal research, including secondary sources, case law, legislation, referencing, and avoiding plagiarism.</p> <p>Start Legal Research Essentials</p>
<h3>LinkedIn Learning courses</h3> <p>LinkedIn Learning is one of the largest and most popular software and skills training websites and is free for UQ students and staff.</p>	<h3>UQ Library Basics</h3> <p>This playlist contains videos to help you get started in the Library. Access My Library, locate learning resources for your courses or use Library Search.</p>	<h3>Learn.UQ online tutorial</h3> <p>An interactive tutorial providing an overview of the University's Learning Management System, Blackboard.</p> <p>Start Learn.UQ online tutorial</p>

Access to self paced courses from both

- UQ
- LinkedIn Learning

Also specific courses for Health and Legal students

Office 365

Office 365 for personal use

🏠 / Information and services / Information technology / Software and web apps / UQ software data

Office 365 is a package of software applications offered by Microsoft available to UQ staff and students free-of-charge on both their UQ and personal computers.

Office 365 includes:

- Microsoft Office 365 applications (e.g. Word, Excel, PowerPoint and Outlook)
- collaboration tools (e.g. Teams and Planner)
- cloud services (e.g. OneDrive cloud storage).

! The instructions on this page are for personal computers. If you need Office 365 installed on a UQ computer, [submit an IT request](#).

If you're using Office 365 to access your email on a personal device, normal UQ policies apply, including [6.20.06 Acceptable Use of UQ ICT Resources](#).

Using Office 365

You can use Office 365 on up to 5 devices, including a UQ computer if you've been assigned one.

Office 365 is supported on:

- PCs and Windows tablets running Windows 7 or higher
- Macs with Mac OS X 10.6 or higher
- iPads running iOS 7.0 or higher.

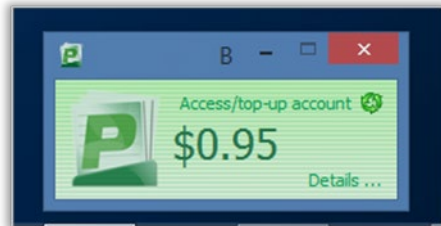
You can also access [Office mobile applications](#) on iPhone and Android devices.

All students are eligible for a free version of Office365 for as long as they study at UQ

Once you graduate or finish your studies you will have to pay to continue to use it

Both Windows and Mac versions available

Printing in the library – Papercut software



All printing has to be paid for

You need the complete amount available to be able to release a job

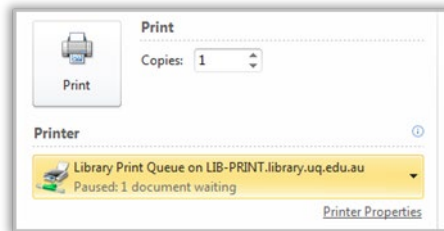
Black and White (default) and Colour is available

Current print prices can be found at

<https://web.library.uq.edu.au/library-services/it/print-scan-copy>

Also contains links to information on printing from your own device

Printing (continued)



You print to a queue

Only you can access your jobs in the queue

Scan your ID on the touch pad

Print the jobs you want and the amount will be deducted from your account

Log Out of the printer when you are finished

Printing (continued)

Print, scan & copy

🏠 / Library services / IT

Your print account

Log in to top-up and view jobs

- Learn more about your [print account](#), such as how to top-up
- Use your **UQ student or staff card**, or **UQ log in** to pay for printing: they are linked with your print account.
- **Guests** can get a [print/copy card](#)

Login using your UQ username and password.
If you have a Library Guest Print/Copy card please use your
"print-" username and password.

Username

Password

Log in



English



Top up via...

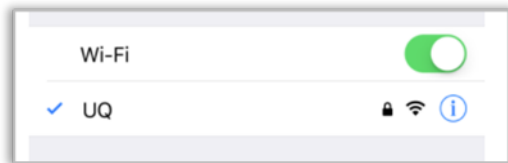
- the print-scan-copy page

- <https://lib-print.library.uq.edu.au/user?>

(numerous language choices available)

Above link available on the papercut software
popup on public machines

UQ WiFi



Two options

- UQ
- Eduroam

UQ if you are only studying at UQ (standard login information to connect)

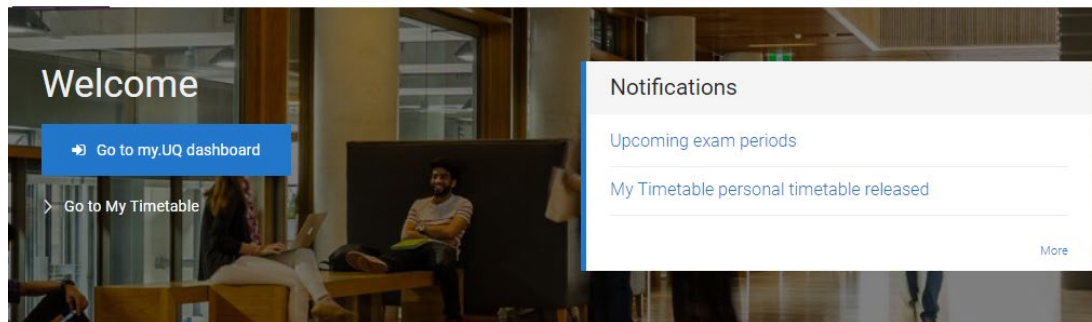
Eduroam if going to other University campuses e.g. Griffith, QUT etc

- See AskUS service for assistance in connecting or <https://my.uq.edu.au/information-and-services/information-technology/internet-and-wifi/connecting-wifi>

my.UQ



[Home](#) [Starting at UQ](#) [Programs and Courses](#) [Graduation](#) [Contact](#)



Manage my program

Enrolment, choosing courses, assessment, fees, policies and rules, enrich your program

Manage my details

Update personal details, student ID cards, student visas, reset student password

Higher Degree by Research

Get started, manage my candidature, my thesis, scholarships and fees

Student support

Health and medical, counselling, accommodation, disability services, learning support, new students

Information technology

Internet, wifi and email access, accounts and passwords, software, printing and scanning, audiovisual, IT support

Campus shops and facilities

Food and drinks, retail shops, printing, banking, sporting fields, childcare, study spots, cinema

Maps, parking and transport

Campus maps, parking, public transport, safe cycling routes, intercampus bus, free safety bus

Social and events

Events, clubs and societies, social sport, professional networking

Careers and employability

Jobs, leadership, practical experience, global experiences, research programs

Graduation and leaving UQ

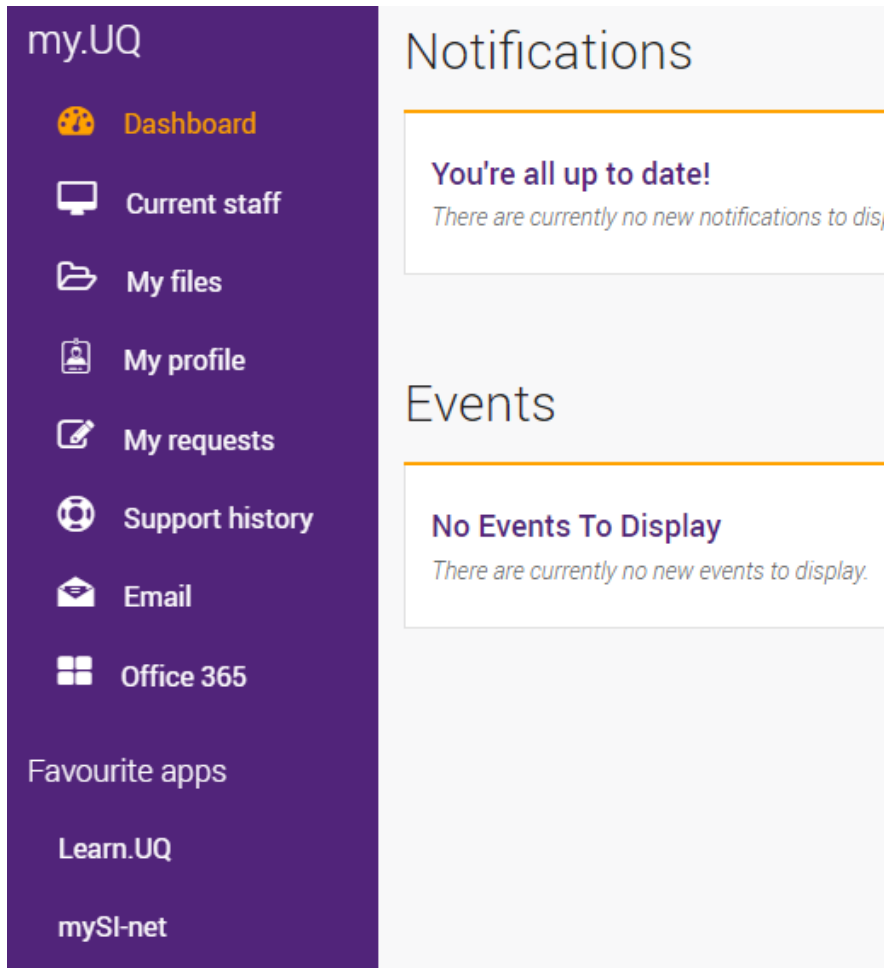
Degree certificates, academic dress, order of events, photographs, services for graduates

my.uq.edu.au

All things relating to you and your study at UQ

Use the Go to my.UQ dashboard button for specific information

my.UQ Dashboard



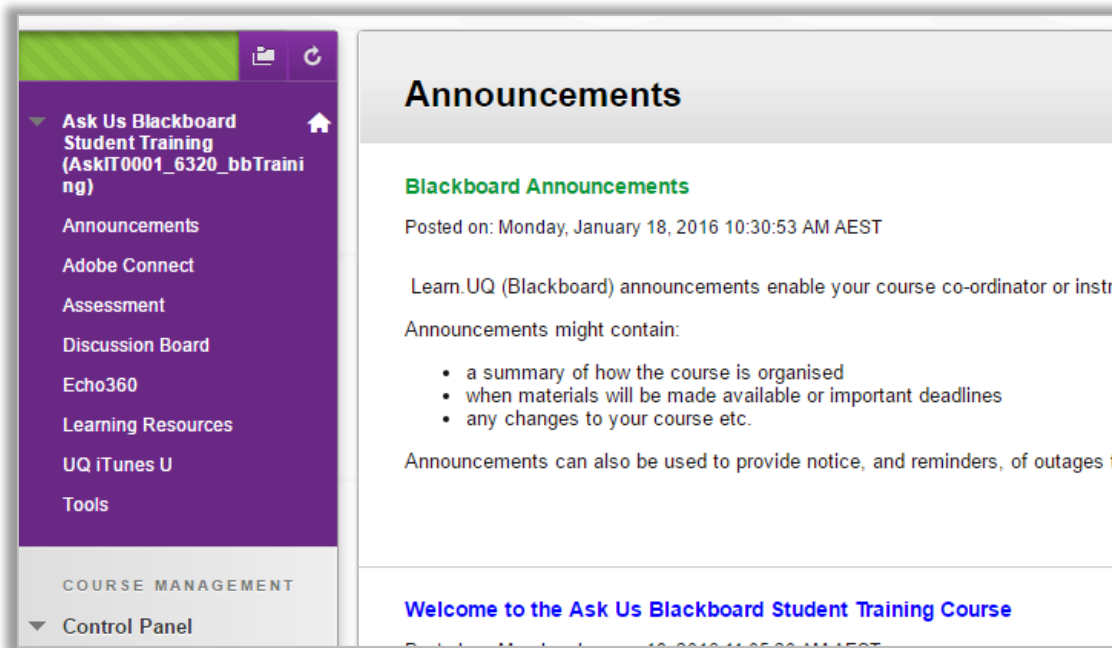
The screenshot shows the my.UQ dashboard interface. On the left is a dark purple sidebar with the 'my.UQ' logo at the top. Below the logo are several menu items, each with an icon: 'Dashboard' (orange gear icon), 'Current staff' (computer monitor icon), 'My files' (folder icon), 'My profile' (person icon), 'My requests' (pencil icon), 'Support history' (headset icon), 'Email' (envelope icon), and 'Office 365' (grid icon). At the bottom of the sidebar, under the heading 'Favourite apps', are links for 'Learn.UQ' and 'mySI-net'. The main content area is light grey and divided into two sections. The top section is titled 'Notifications' and contains a message: 'You're all up to date!' followed by the text 'There are currently no new notifications to disp...'. The bottom section is titled 'Events' and contains a message: 'No Events To Display' followed by the text 'There are currently no new events to display.'

Contains links to

- Your studies
- Email
- Office365
- Learn.UQ
- mySI-net

Learn.UQ (Blackboard)

Learn.UQ (Blackboard) is the eLearning software UQ uses for course delivery.



Learn.UQ (Blackboard) provides:

- A user profile
- Course notes
- Lecture Recordings (Echo360)
- Collaborative tools
- Turnitin (for electronic assignment submission)

Note: your school may have specialised systems to supplement course delivery.

My SI-net



Use mySi-net to manage your enrolment:

- Enrol in your courses
- Pay your fees or apply for financial assistance
- Sign up for classes and tutorials

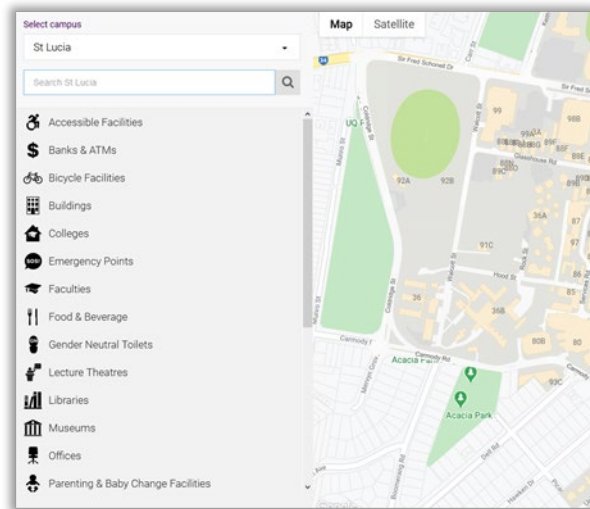
Note: Your enrolment may take up to 48 hours to process through the system. During this time you will be unable to see your Learn.UQ (Blackboard) courses or access the Internet.

Allocate+

After you enrol, you'll need to select your preferred class times. You'll then be allocated to classes based on these preferences.

<https://timetable.my.uq.edu.au/>

UQ Maps



maps.uq.edu.au

Searchable

Directions (location needs to be on and shareable)

Viewable on both mobile and desktop

Mobile app “UQ Maps”

SafeZone



Available in both Apple and Android versions

Register to UQ

If you suffer and injury, feel unsafe or would like an escort to your vehicle late at night the security team can find you

Software for home or own device

UQ provides software for academic, research and administrative use. You can view the catalogue of software available via the *Software at UQ* webpage.

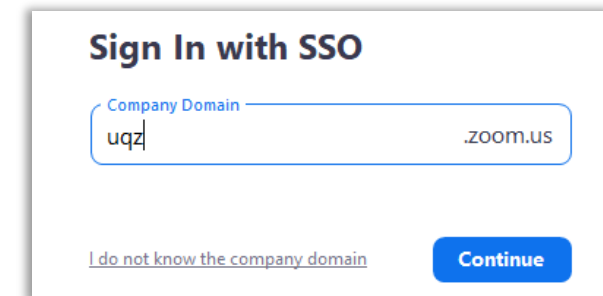
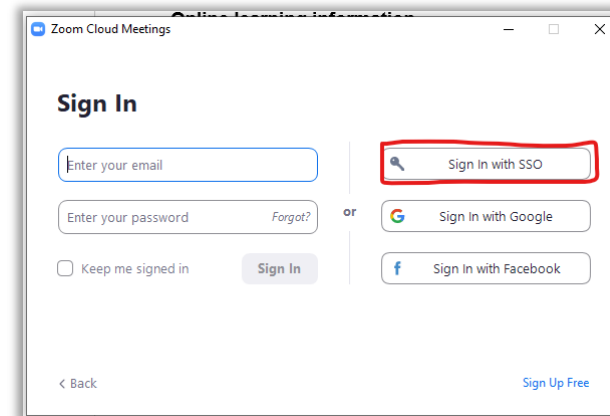
There is software in the following categories:

- Accessibility
- Business
- Collaboration and communication
- Educational and referencing
- Geographical and mapping
- Graphics, video and audio
- Operating systems and servers
- Scientific and engineering
- Security
- Statistical data analysis and modelling
- Storage
- Web and software development

Zoom for classes and group work

Some courses will require you to use Zoom to connect to teaching staff, tutors or other students.

Zoom can be downloaded from their website. Make sure to **Sign In with SSO**, the domain for UQ is **uqz**.



Final Tips for trouble free computing

Backup your work – computer failure/loss is no excuse for late submissions

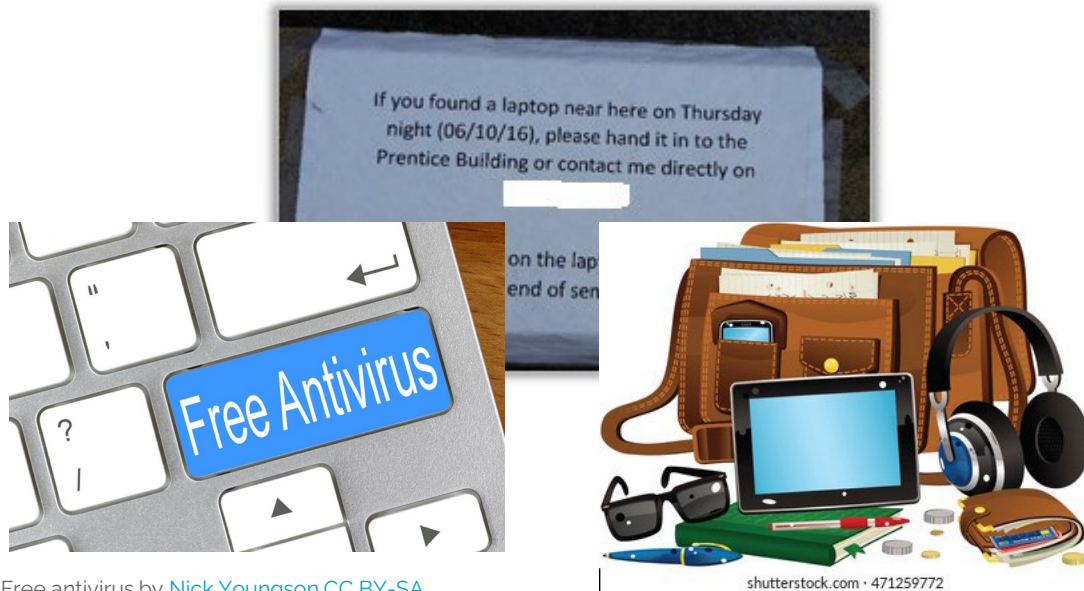
- Use USB's, Cloud services or just email yourself a copy

Antivirus – Install some

- Free is ok they just don't update as regularly as the paid version

Safe guard your devices/belongings

- Never leave them unattended. There is no guarantee they will be there when you return



Orientation Survey



Please help us make improvements to the Orientation program by providing feedback of this session!

https://uoq.qualtrics.com/jfe/form/SV_3JiebQIrlMInCMm