



# University Accounts & Access Checklist for Students

[www.wcsu.edu/helpdesk](http://www.wcsu.edu/helpdesk)

As a student, you will need the following two accounts to take full advantage of technology services offered here at WestConn. The two accounts that you will need are:

## WestConn Account (formerly Windows Account)

A WestConn username and password (formerly known as Windows Account) is necessary for students to access the University's network from the computer centers, classrooms, labs, residence halls, and wireless network. A WestConn Account consists of a WestConn username and Windows password. You can obtain your account credentials for the first time from the following staffed computer centers on campus: Midtown Computer Center (Haas Library), Westside Computer Center (WS 117), and the Student Technology Training Center (SC 225). Once you have received your account for the first time, you can reset your password at any time by visiting [www.wcsu.edu/password](http://www.wcsu.edu/password).

### Accessing WestConnduit & BlackBoard Vista

WestConnduit is WestConn's campus portal. WestConnduit allows students to log access the **Banner (my info & more)** tab to view grades, course schedules, academic history, as well as access financial aid information, online registration, and make payments, etc. Banner is the software product that manages all of the web services stated above. It also provides access to **E-Learning (BlackBoard Vista)**, WestConn's online course management system, as well as convenient links to Campus and Personal Announcements; Campus Events Calendar; and other university resources.

WestConnduit can be accessed by visiting [www.wcsu.edu](http://www.wcsu.edu) then selecting "Current Students", then "WestConnduit". You will be asked to login using your WestConn username and password. You can obtain your WestConn user name and password (Windows username and password) you can visit at any of the staffed computer centers on campus, or you can reset your password online at: [www.wcsu.edu/password](http://www.wcsu.edu/password).

## ConnectMail Email

All students are required to use their ConnectMail account for official WestConn business. Your ConnectMail account credentials consist of your ConnectMail username (*YourWestConnUsername@connect.wcsu.edu*) and your ConnectMail password. To access ConnectMail, visit <http://connect.wcsu.edu>. If you have never logged in before, your password will be the word "Connect" followed by your own student ID number (ex. "Connect50100001"). For more information about ConnectMail, visit [www.wcsu.edu/technology](http://www.wcsu.edu/technology) and select "WestConn Email" under **IT Essentials**. You can also visit one of our staffed computer centers for more information.

*Please take a moment to familiarize yourself with the policies that govern technology and the use of technology at WestConn. These policies can be found at [www.wcsu.edu/technology/students](http://www.wcsu.edu/technology/students).*