* Getting Started As a New UT Student
  + Find this presentation at tiny.utk.edu/orientation2020
* What is MyUTK?
  + MyUTK is your portal to many university services. ​
  + Access your tuition information, build your schedules, and even open your email​
  + Sign in with your NetID, password, and two-factor: ​my.utk.edu
* What is UT Alert? ​
  + UT Alert is the emergency communications service.
  + UT will check with you again every six months.
  + When you first log into MyUTK, you’ll need to:
    - Add your phone number to the ​UT alert system, or
    - Opt out of UT Alert ​text messages
  + UT will check with you again every six months.
* How do I get around in MyUTK?
  + Along the top of the site, you will see a few menus that contain helpful links.
    - My Resources
    - Academic Support
    - Student Life
    - Campus Services
    - Campus News
    - My Links
* My Resources​
  + Under My Resources, ​you’ll see: ​
    - Academic History
    - Add/Drop Classes
    - Manage Meal Plan
    - Transcript
    - Pay Fees/Account Balances
    - View Grades
* Academic Support​
  + Under Academic Support, look for:
    - Advising Services
    - FERPA Academic Release
    - FERPA Financial Release
    - Order a transcript
* What's my Student ID Number? ​
  + Here you can see some of your student information.
  + This section displays important information, such as:
    - Your Student ID
    - Your email address
    - Your major
    - Your advisor
* Messages​
  + Next to your information, you will see a message box.
  + The message box will display important messages from the University regarding your account, your finances, and even major university events.
* Where can I find my schedule?
  + Below your messages, you can view your class schedule​
  + By default the current term will be selected​
  + You can click the “Previous Term” and “Next Term” buttons to navigate between past and future semesters
* Where is my bill?
  + Under My Financial Information, view live balances of your tuition, Volcard and meal plan.
  + By clicking the “View/Pay Fees” button, you can pay your tuition and any other fees.
* How do I check my UT email? ​
  + You can also use MyUTK to navigate to websites that you will use daily.
  + By clicking the Volmail icon, you can navigate to the Volmail page, and then your UT Gmail account.
* How do I get to my classes online?
  + Canvas is UT’s Learning Management System​
  + Select the Canvas icon to get to your classes online​
  + Note: You can also reach Canvas by signing in with your UT NetID, password, and two-factor at: online.utk.edu
* What is Canvas?
  + Canvas is . . .​
    - The official Learning Management System (LMS) at UTK
    - Also known as “Online@UT (Canvas)”
    - The online place for your course materials, assignments, assessments, and communication
    - Changes to your schedule are synced daily – expect to see updates in Canvas the day after you add/drop a course.
* How do I view my courses?
  + Canvas courses are viewed within the Dashboard, which is the first thing you see when you log in to Canvas.
  + The Card View displays a course card for each of your favorited courses, with icons for easy access to:
    - Assignments
    - Announcements
    - Discussions
    - Files
* How do I submit Assignments?
  + Canvas Sidebar​
    - Select the Assignment from the To Do listing in the sidebar on the right. Note: You can also click Assignments in the Course Menu
    - Once you have completed your work, click the Submit Assignment button.
* How do I take quizzes/exams?
  + Within your course: ​
    - Select Quizzes in the Course Menu
    - Look for your quiz/exam and select the title to get started
* How do I view my grades?
  + To see your grades in Canvas:
    - Look under your To Do list for the View Grades button.
    - The Grades Page will display your current courses and grades.
  + Note: Official grades will be posted at the end of the term in MyUTK.
* Can I use a mobile device with Canvas?
  + Yes! Download the Canvas Student app to access your courses ​from anywhere.
* Learn more about Canvas on OIT's website​
  + Find guides, videos, ​tutorials, and more at: oit.utk.edu/student-resources
* Need Help? ​
  + For MyUTK questions such as class scheduling, paying bills, viewing grades, and advising, contact:
    - One Stop ​Student Services
      * Call: 865-974-1111​
      * Email: onestop@utk.edu​
      * Website: onestop.utk.edu
  + For questions about Canvas, ​Zoom, email, passwords, and ​other technology, contact:
    - OIT HelpDesk
      * Call: 865-974-9900​
      * Chat: oit.utk.edu/chat​
      * Write: help.utk.edu​
      * Visit: Second Floor, Hodges Library​
      * Check the OIT Knowledge Base: ​oit.utk.edu

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