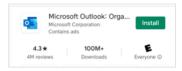


# <u>1. CONNECT TO KU EMAIL VIA</u> MICROSOFT OUTLOOK MOBILE APP

 Go to the Google Play Store and search for and download the Microsoft Outlook App.



- 2. Open the app after it is installed.
- 3. Tap **Get Started**.
- Add your KU email address (for example, a123b456@ku.edu) and tap Continue.

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k or personal em	all address.	
ku.edu		
@wipro.com	@msn.com	(
ADD GOOGLE ACC	OUNT	
	k or personal em ku.edu @wipro.com	k or personal email address. ku.edu

 You will be prompted to sign in to KU's system using your KU Online ID and password.



- 6. Tap **Skip** when prompted to Add Another Account.
- 7. Tap **Skip** if you want to bypass the app overview.

## <u>2. ZOOM APP</u>

- Go to the Google Play Store and search for and download the **ZOOM Cloud Meetings** app.
- Once it is installed, you can join Zoom meetings through the app in one of two ways:
  - Click on a link in an email that was sent by the meeting organizer. This opens the app, and then you'll need to enter the password provided in the email.
  - Open the app directly and enter a Meeting ID and password provided by the meeting organizer.

## 3. ONEDRIVE MOBILE APP

As a KU student, you have one terabyte of online storage provided through OneDrive for Business.

 Download Microsoft OneDrive from the App Store.



Microsoft OneDrive

Productivity #4 Top Grossing

- Open the **OneDrive** app and enter **your** primary KU email address.
- 3. Select **Sign in to OneDrive for Business** on the Choose an Account screen.
- 4. Enter your **KU Online ID** and **Password**.

### 4. OTHER MICROSOFT OFFICE APPS

You can use the full functionality of many other Microsoft Office apps, including Word, Excel, PowerPoint, OneNote, and more on your mobile device. For more information, visit

https://technology.ku.edu/software/microsoft-office

### **5. BLACKBOARD MOBILE APP**



Blackboard Education

**★★★★★** 164K

- 1. Download **Blackboard** from the App Store.
- Open the **Blackboard** app and enter University of Kansas as your school's name.
- 3. Select Web Login.
- 4. Select Login.
- 5. Enter your **KU Online ID** and **Password** and select **Log In**.

The Blackboard mobile app is great for getting announcements and alerts when grades have posted. To submit assignments, view course reading materials, and complete any other graded work, you will want to use the full website, **courseware.ku.edu**.

#### 6. MICROSOFT TEAMS

Group work is made easy with Microsoft Teams. Features include video conferences, discussion threads, and real-time document sharing and collaboration.

You can use teams through a browser, desktop app, or mobile app.

For more information on creating a team and getting started, visit

https://howto.ku.edu/microsoft-teams

This information is only for students. Students should not share their KU Online ID & password with anyone. KU IT will never ask for your password.

# 7. WHEN YOU ARRIVE TO CAMPUS THIS FALL, CONNECT TO JAYHAWK WI-FI

- 1. When on campus, go to your device **Settings**.
- 2. Select Wi-Fi.
- 3. If necessary, forget the Guest network.
- 4. Select JAYHAWK.
- 5. Your settings should match the following:

EAP method	
PEAP	*
Phase 2 authentication	
None	*
CA certificate	
Do not validate	
No certificate specified. Your connection will not be pri	vate.
a123b456 KU Online ID	
Anonymous identity	
Leave bla	nk
Password Your person password	al

- 6. Select Connect.
- In a few seconds, you should see "Connected" appear under the Jayhawk network.

#### Need Tech Help?

The KU IT Customer Service Center can assist with your technology questions.

Lawrence: 785-864-8080 | itcsc@ku.edu | Walk-in

Support at Anschutz Library Edwards: 913-626-9619 | kuec\_support@ku.edu |

Walk-in Support at Regents Center Hawks Nest