Tech Prep
Login Instructions

FRAMINGHAM STATE UNIVERSITY

WELCOME TO FRAMINGHAM STATE UNIVERSITY

As an FSU student you have many technology resources available to you. Your first task as a deposited student is to activate all of these accounts. If you have any questions feel free to contact the Technology Resource Center (TRC)– we are here to help!

☐ ### *Setup your FSU Account*

Your password is synchronized for most of the resources you will access on campus including myFramingham, Canvas, and RamLink.

1. Please setup your FSU account by logging into Microsoft 365 [https://portal.office.com] with your FSU email address and the initial password.
2. FSU requires the use of Multi-factor Authentication (MFA) and you will be asked to set this up on your first login.
   You must register the Microsoft Authenticator app on a smartphone (preferred), an SMS text, or voice phone number. You can find detailed instructions on how to register for MFA here.
   https://tinyurl.com/studentKB
3. Once you have successfully logged in to Microsoft 365, please change your initial password.

> **! YOUR ASSIGNED USERNAME**
> can be found in the cover letter on this packet and your initial password was sent via email at time of deposit.

☐ ## *myFramingham*

The myFramingham web portal is an important resource that allows you to register for classes, view your grades, pay your tuition bill, and check financial aid awards. It also helps you stay connected on campus with information on student resources, important announcements, and campus events postings.

1. Go to **my.framingham.edu**
2. Login with your FSU username and password

✓ FILL OUT YOUR EMERGENCY CONTACT INFORMATION

1. Click on **Students** from the top left menu
2. Select **Student Life**
3. Under the **Personal Information** content area, click on **Update Emergency Contacts**
4. Click **New Contact** and enter the appropriate information for the people you want the University to contact in case of an emergency

✓ SIGN UP FOR FSU ALERT

This system will contact you for emergencies only, such as school closings due to inclement weather, public safety warnings, etc.

1. Click on **Students** from the top left menu
2. Select **Student Home**
3. Under the **Emergency Notifications** content area, Click **Log into FSU Alert**
4. Login with your FSU username and password
5. Add a mobile phone number, voice only number, and additional email (if necessary). Then press **TEST** to check that it works
6. Click log out and close this window

✓ ACCESS YOUR ACCOUNT INFORMATION & EBILL

Your student eBill will be posted on myFramingham. Please check this site regularly for any changes to your account under account activity.

1. Click on **Students** from the top left menu
2. Select **Finances**
3. Click on icon for **View Detailed Bill**
4. If you have questions regarding eBill or your student account, please contact the Student Accounts Office at 508-626-4514

> **! DESIGNATE ACCOUNT ACCESS**
> Select the Release of Information Authorization option to setup a parent or other person to receive emails and have access to your account to view and pay your bill

☐ *Student Email*

All students receive an official FSU student email address, which is your official connection to the University and your professors. This account is also used as the primary means of communication from the University administrators and faculty. Check this account regularly for updates and information.

1. Go to **mail.office365.com**
2. Login with your full email address (username@student.framingham.edu) and new password. *Please note: Your password is the same as your myFramingham and Canvas password*
3. Set up your account by following the basic set up instructions
4. Be sure to select "Eastern Time (U.S. & Canada)"

!
FREE STORAGE - ONEDRIVE.LIVE.COM
All students receive 500 Gb of free storage, login with your student email

☐ *CANVAS*

The Canvas learning platform offers a mobile-friendly, accessible interface to support teaching and learning. Faculty, students, and staff use Canvas to share information and course materials, engage in critical thinking activities, and collaborate online. **Learn how to use Canvas** [**bit.ly/FSUCanvasStudent**], then **access the platform** with your assigned username and your selected password [**framingham.instructure.com**].

☐ *Starfish*

Starfish is a web-based tool that connects you to FSU. Receive electronic referrals or messages designed to give you early notification on academic business, or perhaps a congratulatory kudos.

1. Go to **starfish.framingham.edu** and update your Profile to receive text messages or customize reminders
2. Sign up online for appointments with faculty, advisors and FSU staff
3. Access a CUSTOM support network called "My Success Network" which contains all of your advisor and faculty contact information in ONE place

☐ *RamLink*

RamLink is an online resource that provides a directory of all registered clubs and organizations, campus event information, various office/department event information, announcements, and the new Co-Curricular Involvement Record (CIR).

1. Go to **framingham.campuslabs.com/engage**
2. Login with your FSU username and password
3. Take a few minutes to create your personal profile

!
FIND RAMLINK EVENTS IN FSUGO APP

NEED HELP? CONTACT US!

If you are experiencing problems accessing any of these Services, or have any questions about myFramingham please contact the Technology Resource Center and include your phone number in your email.

TECHNOLOGY RESOURCE CENTER - 508-215-5906 - IT@FRAMINGHAM.EDU