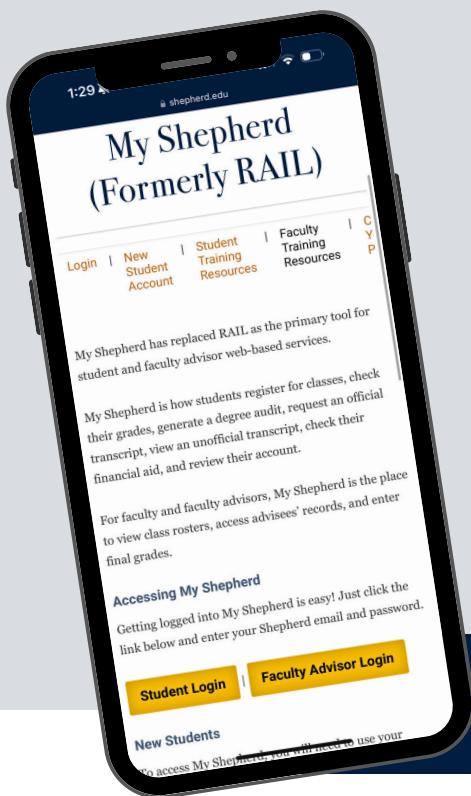


Student Computer Accounts

Your computer account is created after you pay your enrollment deposit. Your username and password can then be retrieved through the RAIL system. Then, you can access:

- My Shepherd
- campus-owned computers
- wireless network
- Shepherd email
- DegreeWorks
- Brightspace (learning management system)
- RamPulse/Corq

For more information about computer-buying guidelines, how to register a personal computer, and how to connect a game console to Residence Hall internet, please visit www.shepherd.edu/itservices/for-students



INITIAL ACCOUNT SETUP

1. Scan the QR code to get started.



2. Enter your SID (Shepherd ID) and your PIN on the user login screen.

NOTE: If this is your first time logging in, your PIN will be your six-digit birth date, MMDDYY

3. Click on Personal Information on the welcome screen.

4. Click on Password Management at the bottom of the page.

5. Click on Look Up Your Username. Your username will then be displayed.

6. Click on Back to Password Management Menu in the upper right corner.

7. Click on Change Password.

8. Enter your new password twice and click on Change Password. A confirmation page will state your password has been changed.

9. To protect your privacy, click on EXIT in the upper right corner and close your browser when you have finished viewing.

WHAT CAN YOU DO WITH YOUR NEW ACCOUNT?

All of the following accounts can be accessed using your new campus network account. Each account plays a vital role in your success at Shepherd.



Microsoft 365

All official Shepherd University communications are sent to your Shepherd Outlook email address. **You are required to check your Shepherd email daily.** Your email address will be your username followed by rams.shepherd.edu (Example: suser01@rams.shepherd.edu). Since your email is through Microsoft 365, you also have access to the Microsoft suite of products.



RamPulse is an engagement portal that connects you to the Shepherd community and events on campus. Log into your RamPulse account to join clubs and organizations, see what events are happening, and track service hours.

brightspace™

Brightspace is our learning management system (LMS). This is a portal that students are required to use. University faculty use Brightspace to share class materials and resources and make announcements. You can log in to take online tests, access materials, and view your assignment grades.

My Shepherd

My Shepherd is the central system that allows you to:

- Register for classes
- Check final and midterm grades
- View an unofficial transcript
- Check your financial aid and outstanding balance
- Retrieve your username and original password
- Change your Shepherd network access password

Good Living Portal

The Good Living Portal is your access to communicate with on-campus living and dining services, to sign up for housing and meal plans, submit maintenance requests, and select roommates and housing preferences.

