

Welcome 21

IT Support in Mendrisio

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Welcome 21

Brief presentation, just few topics

- Your USI account
and what you can do with it
- Connecting your laptops
- Printing

Your USI account

IT infrastructure access data

17.09.2021

Account di / for Francesco D'Arrigo

Credenziali per l'accesso ai computer, alla casella E-mail, MS Teams, ai file, alle stampanti, Wi-Fi USI ed Eduroam

Credentials to access computers, E-Mail accounts, MS Teams, files, printers and USI and Eduroam Wi-Fi

Username :

darrigofr@usi.ch
averycomplicatedpass

← Your Microsoft USI
login data

Password :

Indicazioni casella E-Mail

Information about your E-Mail

Indirizzi E-Mail

E-Mail addresses :

francesco.darrigo@usi.ch
darrigofr@usi.ch

← 2 email addresses
same mailbox!

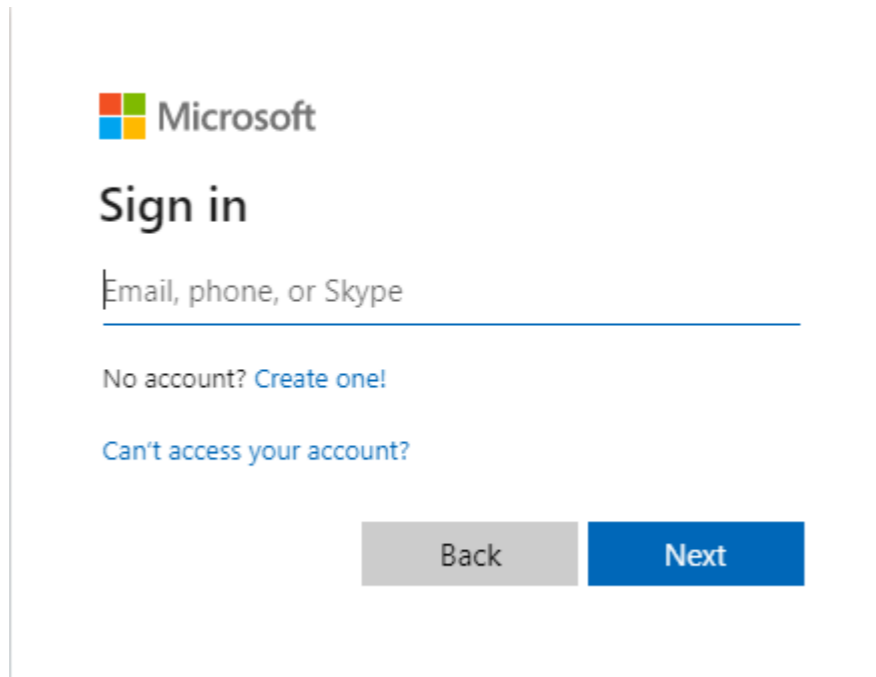
Webmail :

https://www.mail.usi.ch
(Opzione 'USI Cloud')

Most of school's
services are
authenticated
by this account

Remember,
your EDU ID is a
different one and
doesn't share
the same username
or password

Your USI account



A screenshot of a Microsoft sign-in window. At the top left is the Microsoft logo. Below it, the text "Sign in" is displayed. Underneath is a text input field with the placeholder text "Email, phone, or Skype". Below the input field are two links: "No account? Create one!" and "Can't access your account?". At the bottom of the form are two buttons: a grey "Back" button and a blue "Next" button.

Every time you are offered this kind of Microsoft login window, you always have to use the **USI** account

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Your Microsoft USI
login data

Your EDU ID account

SWITCH edu-ID Help EN ▾

Log in to: Virtual secretariat ⚙️

Service description:
Virtual secretariat for the USI academy of architecture

SWITCH edu-ID

E-mail:

Password: 👁️

[Forgot password?](#)
[Options for personal data protection](#)

SWITCH

Every time you are offered this window, **that's NOT your USI account**

Email



Università
della
Svizzera
italiana

www.mail.usi.ch

Gentili utenti,
benvenuti al portale d'accesso alla posta via Web dell'Università della Svizzera italiana.
Per accedere alla vostra casella postale con l'account della rete CAMPUS seguite il link:

USI Mail 
se avete la casella in sede

USI Cloud 
se avete la casella su Office 365

Microsoft cloud software

- Office suite
- Teams
- OneDrive (1TB free storage space)



Credentials to access computers, E-Mail accounts, MS Teams, files, printers and Eduroam Wi-Fi

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Your Microsoft USI
login data

Adobe Creative Cloud

Within the end of this month you should receive an Adobe license that you can use on your private computer



Credentials to access computers, E-Mail accounts, MS Teams, files, printers and
and Eduroam Wi-Fi

Username :

darrigofr@usi.ch

Password :







averycomplicatedpass



Your Microsoft USI
login data

School computers

They let you quickly

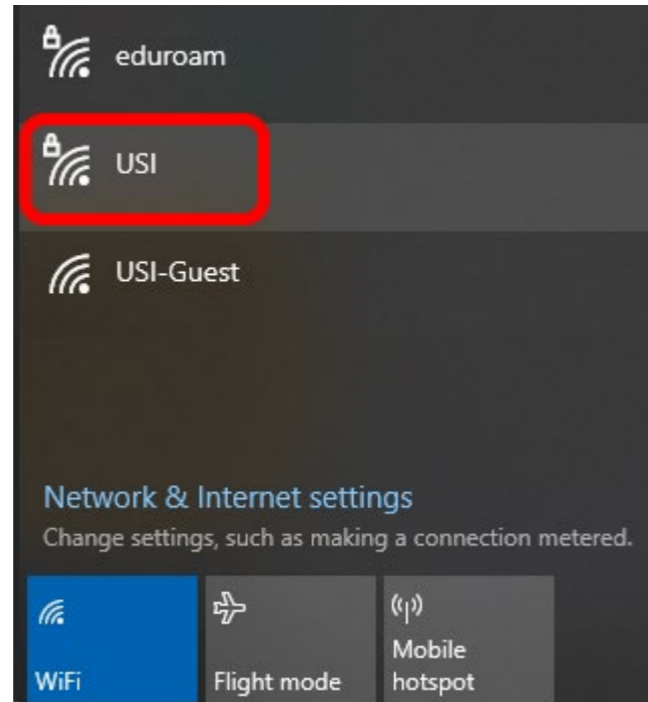
- Access your personal data space
- Access common data spaces (shared folders, scanner folders, ...)
- Print
- Software       ...

School computers

You can find them in

- Canavèe building 3rd floor
- Turconi building underground floor

Good machines, well capable to run
the software you will need



WiFi network on your private laptop

Credentials to access computers, E-Mail accounts, MS Teams, files, printers and
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averycomplicatedpass



Your Microsoft USI
login data

Printing in Accademia

- Every printer / plotter is labelled with a name
- Each time you print you use your **printing credit**
- The school provides you a specific amount of printing credit according to the rules

- | | |
|---|--------------------------|
| • per studenti del 1° anno Bachelor | fr. 150 |
| • per studenti del 2° e 3° anno Bachelor | fr. 325 a semestre* |
| • per studenti del Master | fr. 325 a semestre* |
| • per studenti del Master diplomandi | supplementari fr. 200 ** |
| • per studenti in pratica / congedo / out | nessun credito |

Printing in Accademia

- Printing in color is more expensive than greyscale, pay attention before printing
- If you run out of credit you will have to recharge using real money in Villa Argentina reception


Costo delle stampe / fotocopie






Formato	Stampe a colori	Stampe in bianco e nero
A3	fr. 1.00 per pagina	fr. 0.20 per pagina
A4	fr. 0.60 per pagina	fr. 0.10 per pagina
Fronte retro	-	fr. 0.03 sconto per pagina

Plot a colori	Plot in bianco e nero
fr. 5.00 al m ²	fr. 2.00 al m ²

- <http://printers.arc.usi.ch>

Università della Svizzera italiana | Accademia di architettura

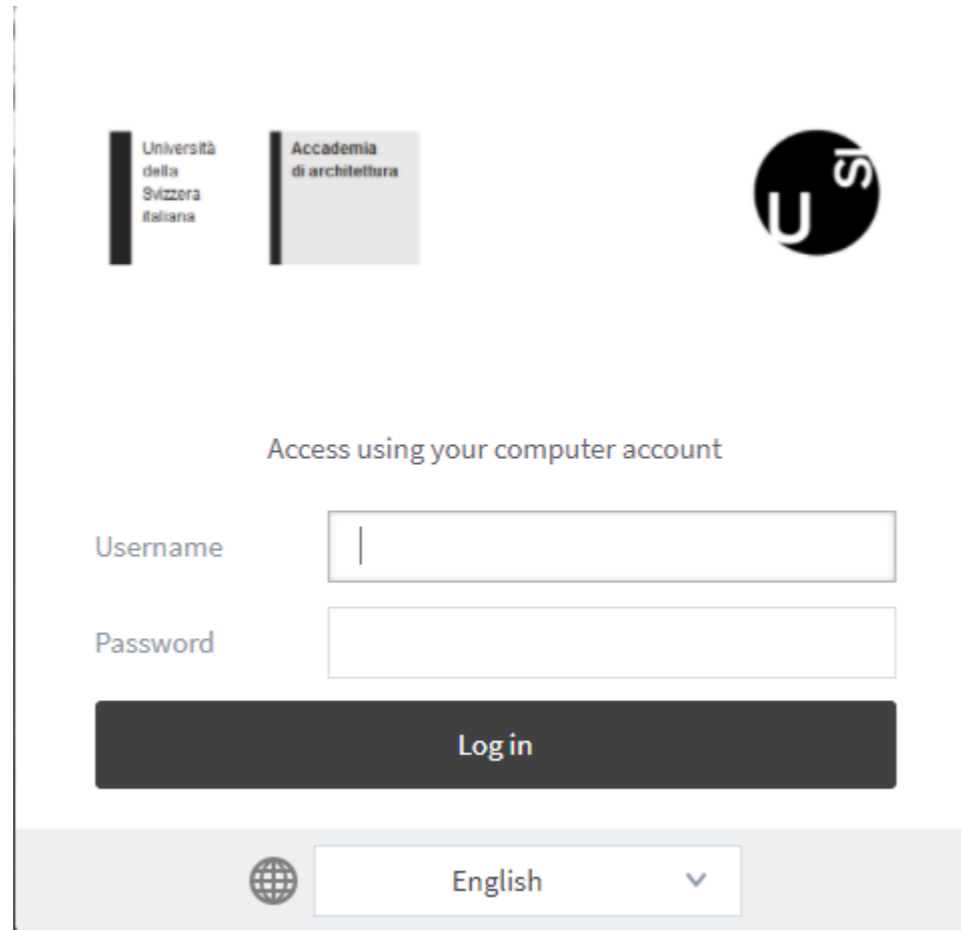
Printers status summary  [Check your print credit !\[\]\(f8e7be3c2bd30232a05cdc54a8b2d22a_img.jpg\)](#)

Printer name	Location	Queue length	Reported status	Last update	Reported levels
 KLIMT	Canavèe III piano	0 + 0	Caricamento carta	16 Sep - 17:25	Cyan: 18 % - Dark Gray: 63 % - Gray: 80 % - Magenta: 21 % - Matte black: 95 % - Yellow: 25 % Cleaner: 3 % - Roll 2: Unknown
 MAGRITTE	Canavèe III piano	0 + 0	Inattivo	16 Sep - 17:25	Cyan: 62 - Dark Gray: 96 - Gray: 32 - Magenta: 66 - Matte black: 47 - Yellow: 44 Cleaner: 74 % - Roll 1: 72.61 m
 GAUGUIN	Canavèe III piano	0 + 0	Inattivo	16 Sep - 17:25	Cyan: 66 - Dark Gray: 84 - Gray: 38 - Magenta: 79 - Matte black: 75 - Yellow: 80 Cleaner: 47 % - Roll 1: 89.33 m
 MUNCH	Canavèe II piano	0 + 0	Inattivo	16 Sep - 17:25	Cyan: 170 - Dark Gray: 382 - Gray: 190 - Magenta: 376 - Matte black: 773 - Yellow: 125 Cleaner: 89 % - Roll 1: 100.39 m
 WARHOL	Turconi -1	0 + 0	Inattivo	16 Sep - 17:25	Cyan: 172 - Dark Gray: 228 - Gray: 216 - Magenta: 283 - Matte black: 238 - Yellow: 70 Cleaner: 37 % - Roll 1: 2.09 m

Click printer name to see its print queue

Accademia di Architettura di Mendrisio

- <http://printers.arc.usi.ch>



Università della Svizzera italiana

Accademia di architettura

USI

Access using your computer account

Username

Password

Log in

English

Credentials to access computers, E-Mail accounts, MS Teams, files, printers and Eduroam Wi-Fi

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Password :

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averycomplicatedpass

← Your Microsoft USI
login data

That was just a taste of it...

To know more and get support:

You can find our office on the 3rd floor of this building:

*Monday to Friday, 10:00 - 11:45 | 14:00 – 16:30

*best effort

Email: itsupport.me@usi.ch

Self service + knowledge base:

serviceportal.usi.ch

desk.usi.ch