

ICT SERVICES

ESSENTIAL INFORMATION

0800 288 428

www.ithelp.aut.ac.nz

NETWORK LOGIN/ PASSWORD

Network login is on your acceptance letter and your ID card.

The default password is your birthday in the format ddmmm, where dd is your date of birth and mmm is the first three letters of the month in lowercase (e.g. 03aug).

Related article: ithelp.aut.ac.nz/mylogin

IT ACCOUNT REGISTRATION ns.aut.ac.nz

Setting up your IT account is mandatory and can be done online from any computer at AUT or off-campus by logging on at ns.aut.ac.nz

Related article: ithelp.aut.ac.nz/registration

Wi-Fi

AUTwifi offers full internet access and is available for students to use on their own laptops and handheld devices on campus.

Every student gets 40GB of free external data a month.

Related article: ithelp.aut.ac.nz/wifi

COMPUTER FACILITIES labbooking.aut.ac.nz

Computers and laptop are available on each campus at “Tech Central”. These computers can be booked online at labbooking.aut.ac.nz.

Related article: ithelp.aut.ac.nz/onlinehelp

PRINTING AND SCANING SERVICES

Printing and scanning facilities are also available for students at “Tech Central”.

Printing/Copying Cost: Black & White = \$0.05

Colour = \$0.25

Scanning Cost: Free

Minimum Print Balance \$0.25 (Required for logging into printers)

Related article: ithelp.aut.ac.nz/printing

TOPPING-UP YOUR ACCOUNTS

ns.aut.ac.nz

Your deposit account is your primary account where you load money for your internet and print accounts. You can deposit money using self-service kiosks (EFTPOS & Credit card only) situated at various locations on campus or online at ns.aut.ac.nz or sdw.aut.ac.nz using a credit card.

Related article: ithelp.aut.ac.nz/topup

STUDENT DIGITAL WORKSPACE

sdw.aut.ac.nz

SDW is your online one-stop-shop for everything AUT. You can see all your AUT announcements, timetable, internet and print balances and when your next shuttle bus is due. You can also access all your free Office 365 tools and navigate to all other AUT systems from here.

Related article: ithelp.aut.ac.nz/sdw

SAVING YOUR WORK

You can save your work in two places: In your OneDrive account where you have 1TB of file storage or in your network drive (H drive) where you have 300MB of file storage. To use OneDrive log onto sdw.aut.ac.nz and click the menu icon at the top left of the page that looks like a square made from 9 dots.

Regardless of where you save your work, you can access your files from any location. Always make backups of USB memory storage devices.

Related article: ithelp.aut.ac.nz/myfiles

STUDENT OUTLOOK EMAIL

studentmail.aut.ac.nz

All students are provided with an AUT email account. Your email address is your network login @autuni.ac.nz e.g. abc1234@autuni.ac.nz

Related article: ithelp.aut.ac.nz/myfiles

OFFICE 365

Microsoft Office 365 ProPlus is free for all AUT students and includes the latest versions of Office applications such as Word, Excel, PowerPoint, OneNote and OneDrive for Business.

You can work on your files from any location or device and you can share them with other students and work on them together. You also get 1TB of file storage with OneDrive for Business. To download, go to sdw.aut.ac.nz

Related article: ithelp.aut.ac.nz/office365

ONLINE GUIDES

Password Resets	ithelp.aut.ac.nz/mypassword
Blackboard	ithelp.aut.ac.nz/blackboard
Software for students	ithelp.aut.ac.nz/freesoftware
Office 365	ithelp.aut.ac.nz/office365
FAQs	ithelp.aut.ac.nz/faq