

## Technology Information for new students at Arkansas Tech University

Welcome to Arkansas Tech University. Here are a few technology tips and sites to get you started using the student systems here.

1. First of all, make sure you have your admissions acceptance letter handy. At the bottom of the letter you received from TECH there are three key pieces of information that you will need to access most of the technology resources at Tech: Your **Student (Assigned) ID** (The capital letter “T” followed by 8 digits), your **OneTech Username (ID)** (usually the first letter of your first name appended to your last name, for example John Smith would be jsmith. If there are a lot of Smiths who have a first name starting with the letter “J” your username may have a number following it. For example, John Smith might be jsmith22 since Smith is a pretty popular last name.) and, your **password**. (your initial password is assigned as your date of birth followed by the letters “Atu”, please note that the “A” in Atu is capitalized. For example, if you were born on 12/26/90, your initial password would be 122690Atu It is important that you change your password after the first login.

**Note:** References to your Login Username (ID), Email Username (ID), Blackboard Username (ID), Computer Username (ID) and Username are actually the same as your OneTech Username (ID). Your Assigned ID# and Student ID # are actually the same as your T#

### ----- Example from Admissions Letter

#### STUDENT SUMMARY

Assigned ID: «ID»

«AMAJ1» Major

Tech Email: yourusername@atu.edu

After one week you should be able to access your account through One Tech:

OneTech Portal: <http://onetech.atu.edu>

**OneTech User Name:** «yourusername»

**OneTech Password:** BirthdateMDYAtu

### -----Example

2. Open a internet browser ( IE, Firefox or Safari) and put in https:\\onetech.atu.edu and open this site.
3. Login to this site using the ID and Password from the letter.



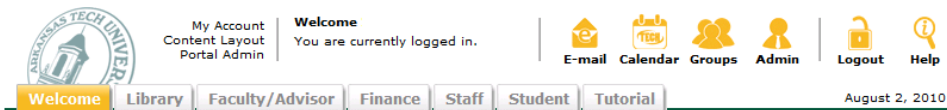
**Secure Access Login**

OneTech ID:

Password:

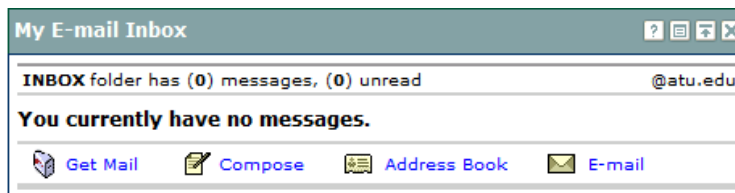
*Having problems logging in?  
Click here.*

4. If you are having problems with this login please call the Campus Support Center at 479-968-0646. If after 11pm or on the weekend please leave a message and they will get back with you.
5. Once successfully logged in, you are on your way.



From this site you will have access to the majority of the electronic resources you need at Tech. Your tabs will differ depending on your roles at Tech.

You will access your email application under the **Welcome Tab** on OneTech



OneTech email is your official mail! All mail from agencies and classes at TECH will use this email for correspondence to you.

Under the **Welcome Tab** on OneTech is also where you will need to change your password, you should do this on the first login and be sure to remember it. Your OneTech ID and password are the keys to other resources.

## Change Password

### OneTech - Change Password

Arkansas Tech University has implemented a new [password policy](#) that requires all users to change their password every 120 days. All new passwords must be at least 8 characters long and must meet three of the four following requirements:

- Contains at least 1 lowercase letter.
- Contains at least 1 uppercase letter.
- Contains at least 1 digit.
- Contains at least 1 special character.

Users can use no more than two consecutive characters found in their username and/or full name.

Example: a user with a name of John Doe (jdoe10) cannot use a password that contains any of the following combination of letters: 'joh', 'ohn', 'doe', 'jdo', 'oe1', 'e10'.

**NOTE:** Due to password limitations in Banner, INB users cannot use the following special characters in their password:

@ \$ & ( ) , < > ` ; = # | % ^ ` spaces

[More Information About Banner Password Restrictions](#)

[How to create strong passwords](#)

OneTech ID

Old password

New password

Strength

Confirm new password

Change Password

Reset

*The Change Password Button will not be available until your new password meets the minimum policy requirements.*

Under the **Student Tab** on OneTech there is a host of information, about you and services you may need while at TECH.

**Other Important sites at TECH to help get you started and to answer questions you may have:**

Be sure to browse these sites and become familiar with the information they can offer.

eTECH – the place to begin looking for information concerning on line classes and the requirements that they may have. Blackboard is the Course Management System at TECH – All on line courses and many face to face courses use this course management system. – When you log into blackboard you are registered in a Blackboard Intro Course that has tutorials and other information to get you going in Blackboard.

<http://etech.atu.edu>

<http://blackboard.atu.edu>

Computer Services Web Site – Access to information concerning the computer resources, computer labs, Help and Frequently Asked Questions (FAQ) and outage information.

<http://cservices.atu.edu>

The Tech Library and Technology Center

<http://library.atu.edu>

<http://technology.atu.edu>

The Current Students Page – many of the resources at TECH

<http://www.atu.edu/currentstudents.shtml>

Clip out the following and keep it with you:



RPL 150 is located just inside the Ross Pendergraft Library and Technology Center