



How to log in to Brunel IT Services

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- **1. eVision Portal**
- 2. Brightspace
- 3. Microsoft Office 365 Apps
- 4. Brunel Connect Portal

These learning tools and apps, among others, are available and accessibly <u>AFTER</u> you complete your registration. Check <u>eVision</u> to see your registration status. Username: your student number password: your date of birth (DDMMYY)

For Example:

- Username: 2020201
- Password: 040100 (if your date of birth is 4th January 2000)

You will be asked to change your password after your first log in to **eVision**.

Please keep this password safe and remember it because you will need this same password to log in to all other accounts.

If you forget your new password, please get in touch with the Student Centre (<u>Student.Centre@brunel.ac.uk</u>) or Computing Support (<u>Computing-Support@brunel.ac.uk</u> who will be able to reset it to your date of birth again.



1. eVision Portal

https://evision.brunel.ac.uk

Your <u>eVision</u> portal is where you can find and update your personal contact information and see information about your application and offers, registration tasks and tuition fee information.

You can log in using:

- Username: student number
- **Password:** Date of Birth (DDMMYY) unless you changed this.

Please enter your log-in details below	
Username / Student ID	
Password	
	Log in
Forgot Password?	



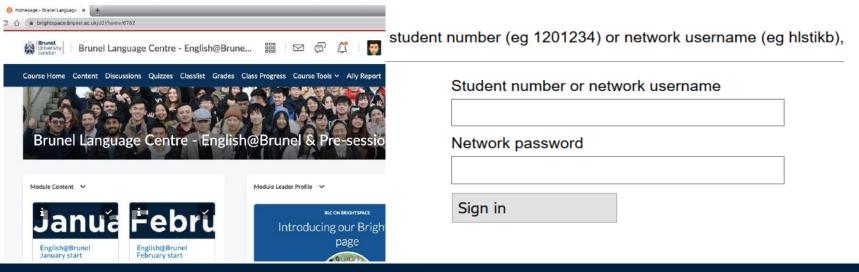
2. Brightspace https://brightspace.brunel.ac.uk/d2l/home

Brightspace is Brunel's Virtual Learning Environment (VLE).

Brightspace contains a variety of learning resource and activities such as student handbooks, slides, recordings,

noticeboards, quizzes and links to WISEflow for submission of coursework/assignments

Login to your Brightspace account using your student number + eVision password





3. Microsoft Office 365 Apps https://login.microsoftonline.com/

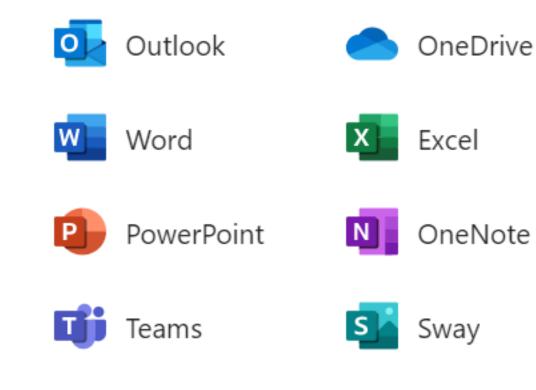
Username: <u>YourStudentNumber+@brunel.ac.uk</u> Password: your eVision password

Outlook: This is where you can access your Brunel **email** account.

Teams: You can use Teams to make calls, chat and share files with your tutor, classmates and other staff and students at Brunel.

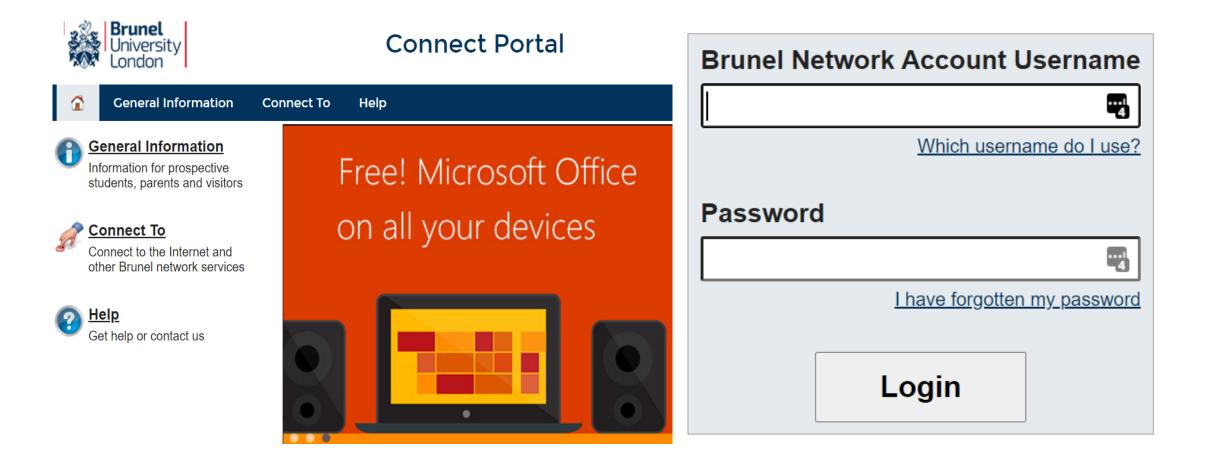
OneDrive: You can safely store and share files and documents.

Word, Excel, PowerPoint, OneNote, etc





4. Brunel Connect Portal https://connect.brunel.ac.uk





For more information and learning tools, please visit the <u>IT at Brunel</u> website

- Online learning tools (brunel.ac.uk)
- Using our computers
 (brunel.ac.uk)
- <u>Staying safe online</u>
 <u>(brunel.ac.uk)</u>
- Using your device (brunel.ac.uk)

If you need any further IT assistance, please contact the **Computing Support Team** <u>computing-support@brunel.ac.uk</u>.

The **Student Centre** also have the permission to re-set your eVision password. If you forgot this you can also contact them by email <u>Student.Centre@brunel.ac.uk</u>

If you have any problems with accessing your **Blackboard Learn** account, **after** completion of your registration, please contact the Learning and Technology <u>LTT@Brunel.ac.uk.</u>

<u>Please copy us languagecentre@brunel.ac.uk</u> (cc) in any emails you send to Computing Support, Student Centre and LTT.



Forgot your password?

You will be asked to change your eVision password (date of birth in DDMYY format) after your first successful login.

1. If you forget this new password **before** you complete your registration, please contact <u>Student.Centre@Brunel.ac.uk</u> to reset it for you back to your date of birth.

2. If you forget your password **after** you complete your registration, you can either:

- Go to Brunel Self-Service Password Reset then to enter your username as academic\username
- or
- Log in to a Brunel centrally managed computer; press the ctrl + alt + del keys together and select Change a password.

If you need with further assistance with any technical or logging in problems including help with password or username, please contact <u>computing-support@brunel.ac.uk.</u>



Password Policy

Choose a secure password which contains:

- . At least 14 characters
- . Uppercase letters (A F T X etc.)
- . Lowercase letters (g j r q etc.)
- . Numbers (4 7 8 3 etc.)



Password Good Practice

- Use a password that is difficult to guess but easy for you to remember, so you do not have to write it down;
- Use a password that you can type quickly, without having to look at the keyboard, thereby preventing passers-by seeing what you are typing;
- Use a Passphrase, it is more secure as it is a sequence of words



How do I protect my password?

- Never tell anybody your password (not even Computer Centre staff), nor send it via e-mail
- Be wary of messages which look like this one: never click any links or open any attachments
- If a website does not start <u>https://</u>(check it every time, and never assume), it means the website is not secure enough to enter any password or similar credentials (credit card number, etc.) - so don't do it!

