

# IT/ILT Essential Information for Students

## Contacts

E-mail [ITsupport@bexhillcollege.ac.uk](mailto:ITsupport@bexhillcollege.ac.uk) or visit CG18.

For any issues with IT equipment like monitors, mice, computers and laptops, network logins, printing, access to Wi-Fi, email, Foldr or the Student Portal email.

E-mail [ILTsupport@bexhillcollege.ac.uk](mailto:ILTsupport@bexhillcollege.ac.uk) or visit LRC/Library 2<sup>nd</sup> Floor

For any issues with Moodle, Kerboodle or ClickView, classroom speakers, projectors or interactive whiteboards.

## Open access resources in the LRC/Library

58 desktop computers and 43 laptops.

## Print and photocopy Credit

All first year Students are provided with £1 printing credit at the beginning of their course.

Top up your printing credit by using the Pcounter machine on the wall by the Finance Office on the Ground Floor.

## Student E-mail Account

[yourusername@bexhillcollege.ac.uk](mailto:yourusername@bexhillcollege.ac.uk)

Your username is based on the format 0712aperson

Day of Birth, Month of Birth, First Initial of Forename, Surname.

<https://studentmail.bexhillcollege.ac.uk/owa/>

## Remote access

All IT/ILT facilities are available off-site using your College username and password via the INFO FOR STUDENTS link on the College website:

[http://www.bexhillcollege.ac.uk/docs2/about/info\\_for\\_students.shtml](http://www.bexhillcollege.ac.uk/docs2/about/info_for_students.shtml)

## Foldr

You can access files stored on your College personal network drive (X :) from home.

<https://studentwork.bexhillcollege.ac.uk/home/files>

## Moodle

Moodle is our Virtual Learning Environment (VLE). A Moodle course is set up for each class of Students to access information and resources provided by the tutor.

<https://moodle.bexhillcollege.ac.uk/>

## Turnitin

This is an anti-plagiarism checker and a useful tool for students to understand how to cite and reference sources. This is used through Moodle set assignments.

## ClickView Online

This is a library of television and video programmes relevant to your studies for research, to catch-up video from lessons and to consolidate learning.

<https://online.clickview.co.uk/SignIn>

## Office365

Available free to install on up to 5 devices you own, these include, PC's, Apple Mac, iPhone, iPad, Android Devices.

<https://portal.office.com/>

## Student Portal

For events, timetables, ILPs, Attendance, Student Services content and exam times.

<https://portal.bexhillcollege.ac.uk/secure/StudentLogon.aspx>