

COLLEGIATE CONNECTION

Join the Herd: Become a Mastodon!



PURDUE
UNIVERSITY

FORT WAYNE

Introductions

Collegiate Connection Staff

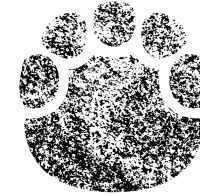
- **Collegiate Connection Director**

- Jonathan Baker

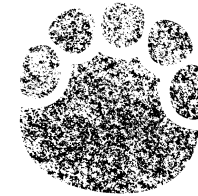


- **Coordinators**

- Jackie Murray



**Click the Footprints to take you to the Student Handbook*



**Click the Mastodon to take you directly to the Collegiate Connection Student Resource Page*



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SETTING UP YOUR GOPFW

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Go PFW

- [GoPFW \(Link\)](#)
 - This account is your go to account for all things PFW
 - Paying your bill, academic supports, library etc.
- **New Tiled Look**
 - Each tile contains links to the various resources and tools that you need to access (paying your bill etc.)
 - Tiles with a padlock in the upper right hand corner are locked for your convenience by PFW
 - These tiles will be some of the most useful for you
 - Other tiles can be added, removed, and shifted as you deem necessary
- **Before Activation**
 - You will need your 900# or your PUID (found on your acceptance email that was sent to the address on your application)
 - If you cannot find it, call the Collegiate Connection Office and we can help
 - You will also need to download DUO Authenticator on your phone for IT security purposes



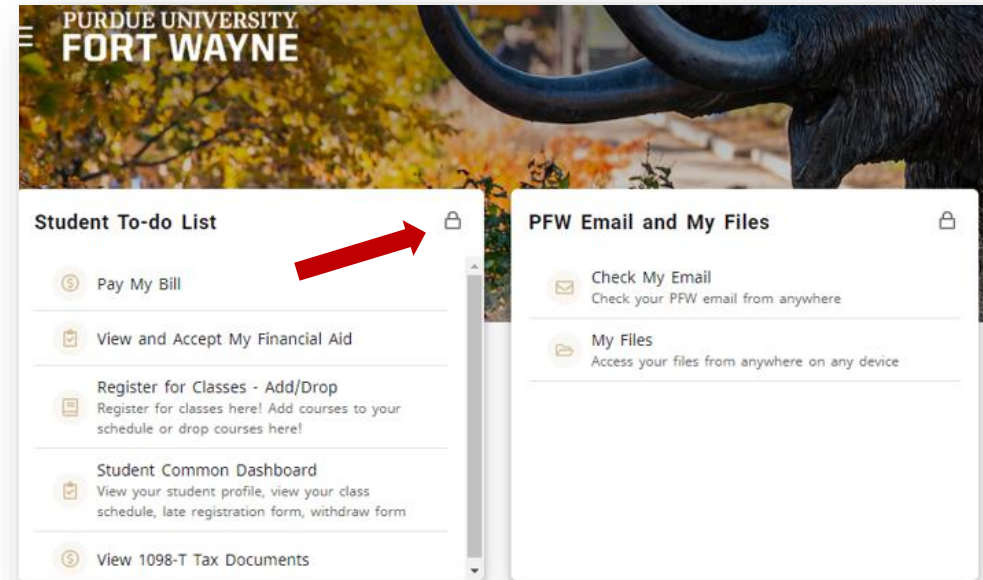
Here for your tech needs.

Purdue IT manages many aspects of technology across the Purdue Fort Wayne campus, including accounts, email, networking, computer hardware, software. We also offer support for all these services through Knowledge Base, our Help Desk, and in-person training.



PFW IT Services

- ❖ Phone: 260-481-6030
 - ❖ Email: helpdesk@pfw.edu
 - ❖ Ticket Service: [Submit a Ticket](#)
- ### Collegiate Connection
- ❖ Phone: 260-481-0748



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Go PFW (Getting Set Up)

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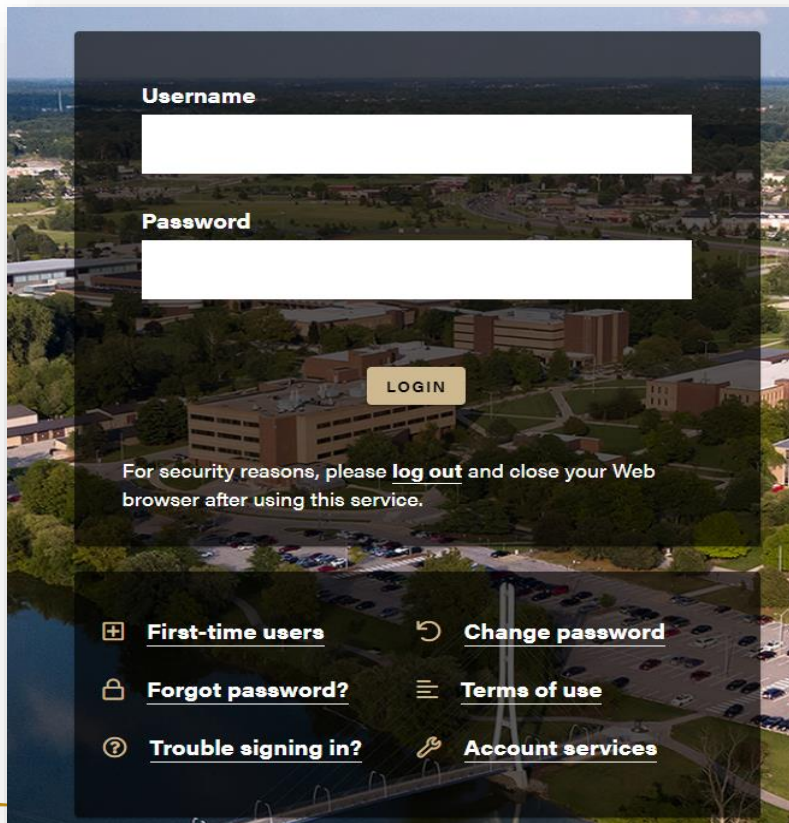
- [GoPFW](#) (Link)

- Steps to Activate

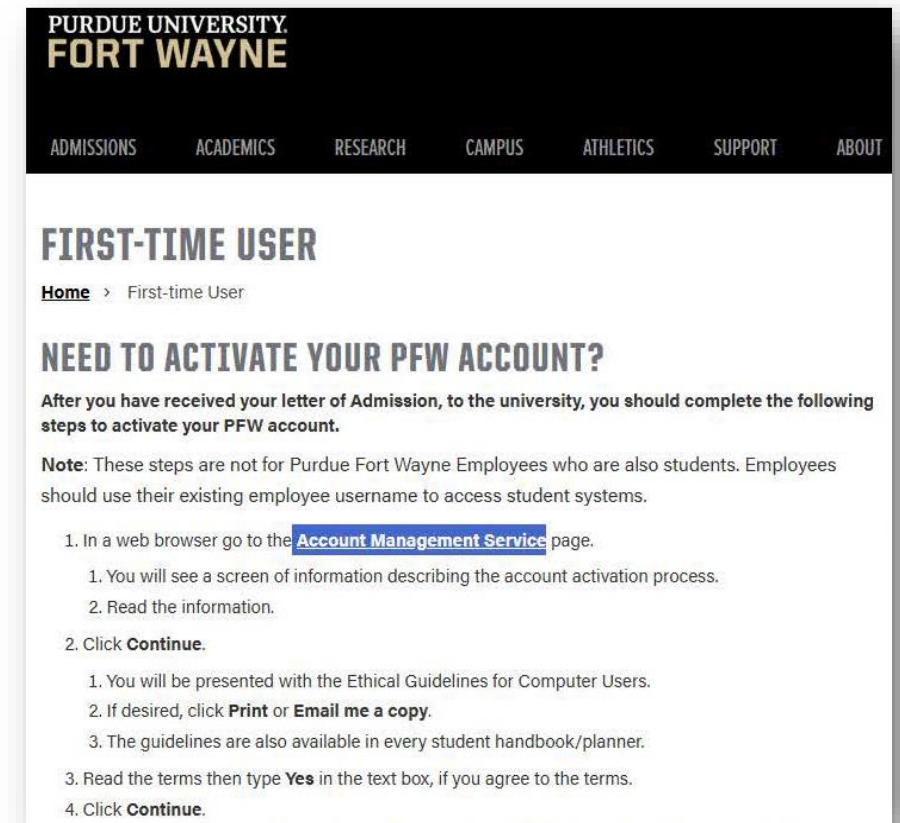
1. To set-up your GoPFW account start by going to the [Account Management Service](#) (Link) directly

or

2. Go to go.pfw.edu (Link) click on First Time Users then Account Management Service



A screenshot of the GoPFW login page. It features a dark background with a cityscape image. There are two white input fields for 'Username' and 'Password'. Below them is a yellow 'LOGIN' button. A security notice reads: 'For security reasons, please log out and close your Web browser after using this service.' At the bottom, there are links for 'First-time users', 'Forgot password?', 'Trouble signing in?', 'Change password', 'Terms of use', and 'Account services'.



A screenshot of the 'FIRST-TIME USER' page on the Purdue University Fort Wayne website. The page has a black header with the university name and a navigation bar with links like 'ADMISSIONS', 'ACADEMICS', etc. The main content area is white and titled 'FIRST-TIME USER'. It includes a breadcrumb 'Home > First-time User' and a section 'NEED TO ACTIVATE YOUR PFW ACCOUNT?'. Below this, it states: 'After you have received your letter of Admission, to the university, you should complete the following steps to activate your PFW account.' A 'Note' follows, clarifying that these steps are for students, not employees. A numbered list of 4 steps is provided, with the first step mentioning the 'Account Management Service' page. The steps are: 1. Go to the 'Account Management Service' page. 2. Read the information. 3. Click 'Continue'. 4. Read the terms and agree to them.



Welcome to Purdue Fort Wayne!

Activate your account to get access to:

- goPFW, the Purdue Fort Wayne portal
- E-mail, the official means of correspondence at Purdue Fort Wayne
- Online course work
- Online file storage
- Campus WiFi
- Campus computers
- Campus printing

Before starting, know the following:

- Your birth date
- Your 9-digit Purdue Fort Wayne ID number (900#) OR your Purdue ID number (PUID)

Activation of an account by anyone other than the account holder, **including a student's parent, partner, or other relative**, is a violation of the [Ethical Guidelines for Purdue Fort Wayne Information Technology \(IT\) Users](#) and [FERPA](#), a Federal law that protects the privacy of student education records, and other university policies.

This process may take 10-15 minutes to complete. If you need help, contact the [Help Desk](#).

!! Click Continue !!

Continue

Cancel

Go PFW (Getting Set Up)

- [GoPFW \(Link\)](#)

- Steps to Activate (*Continued...*)

2. Read through the Ethical Guidelines and select “I have read and agree...”, then click Continue (*seen on next 2 slides*)
3. Next slide enter your last name, birth date, and your PUID Number, then click continue (*seen on next 2 slides*)
 - PUID is found on your acceptance email
4. The following slide will have your username, **SAVE YOUR USERNAME** and email address someplace safe (*not shown on slides*)

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- ❖ Ticket Service: [Submit a Ticket](#)

Collegiate Connection

- ❖ Phone: 260-481-0748



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1

Usage Policy

2

Verify Identity

3

Set Password

4

Complete

Please read and review the following policies before continuing:

- [Purdue University Fort Wayne IT Ethical Guidelines](#)
- [Purdue IT Acceptable Use of IT Resources and Information Assets](#)

☒ I have read and agree with the policies listed above. *

!! Click !!

!! Click Continue !!

Continue

Cancel

1

Usage Policy

2

Verify Identity

3

Set Password

4

Complete

To activate your account you must first prove your identity. Please enter your last name, birth date, and either your 9-digit Purdue Fort Wayne ID number **or** your 10-digit Purdue ID number.

Last Name: *

!! Your Last Name !!

Birth Date: *

!! Your Birthdate !!

Purdue Fort Wayne ID
number (900 Number):



OR

Purdue ID number
(PUID):

**!! Your PUID Number is
Found on Your
Acceptance Email !!**

!! Click Continue !!

- By clicking continue, you are certifying that you are the person whose information appears above.
- If you are not the person above and click the continue button, you will be in violation of university policy and federal law. ([Why?](#))



Continue

Cancel

Go PFW (Getting Set Up)

- [GoPFW \(Link\)](#)
 - Steps to Activate (*Continued...*)
 - Potential Errors & Solutions
 - If these don't correct the issues, for additional assistance, please contact PFW IT Services or the Collegiate Connection Office

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Account Activation

Account Activation - Error

An error occurred while activating your account. Please try again later.

If this issue continues to occur, please contact the IT Services [Help Desk](#).

If you need help, contact the IT Services [Help Desk](#).

Please try again - may need to reload/refresh website

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Account Activation

Verify Your Identity

To activate your account you must first prove your identity. Please enter your last name, birth date, and your 9-digit Purdue Fort Wayne be able to use the last 4 digits of your Social Security number.

NOTE: For security purposes, you will only see dots when you type your text. Please type carefully to avoid errors.

Please try again. If you need help, contact the IT Services Help Desk.

If you see this error - the information that has been entered is incorrect or inaccurate

Verify that you have properly entered your birthday by using the following correct birthday format example: 04/07/2008

Last Name:

Birth Date: / /

Information



Your account is either already active or ineligible to be activated at this time.

If you have 6030.

Your account has already been activated!

-Login at: go.PFW.edu

Password reset required if unable to login with PFW username/password that you have previously set during activation

contact the Help Desk at (260) 481-

EXIT AND CLOSE WINDOW

Go PFW (Getting Set Up)

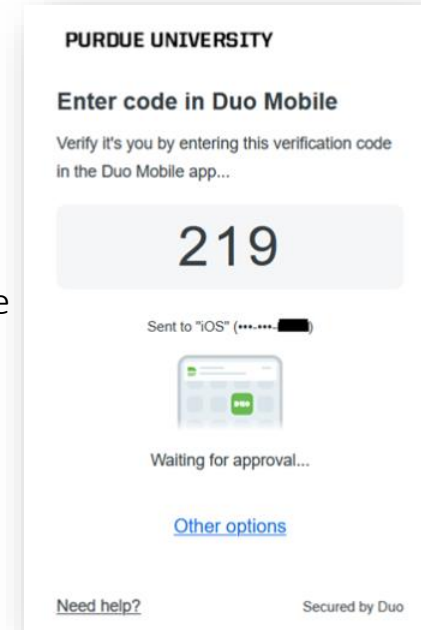
■ [GoPFW](#) (Link)

■ Steps to Activate (Continued...)

5. Enter a password following the required guidelines, **SAVE YOUR PASSWORD**
 - Click Submit Password and Activate Account
 - You will get a confirmation saying that the account is now active
6. Security Questions/Answers
 - These will be used if you ever forget your password and need them reset
 - Make sure you scroll down all the way to answer all of the questions
7. You can now officially use your GoPFW account: try logging into your GoPFW account using your saved username and password
 - Once you try to log in you will be prompted by DUO authenticator
 - Setting Up DUO
 - Preferred primary method is the Duo Mobile App (Apple Store or Google Play)
 - Follow the prompts to create and set up your account
 - Select Duo Verified Push: A push notification will be sent to the Duo Mobile app
 - The Duo Universal Prompt displays a numeric three-digit code on-screen when you choose to use Duo Push to log in
 - Enter the code shown on your screen into the Duo Push request & tap Verify to finish approving the login request

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PFW IT Services

- ❖ **If you have ANY issues or if you are missing your Bursar, Student To-Do List, Account Information, or Academic Support Cards contact PFW IT Services, you will need your 900#**



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*NAVIGATING GOPFW,
STUDENT RESOURCES,
AND PURCHASING
TEXTBOOKS*

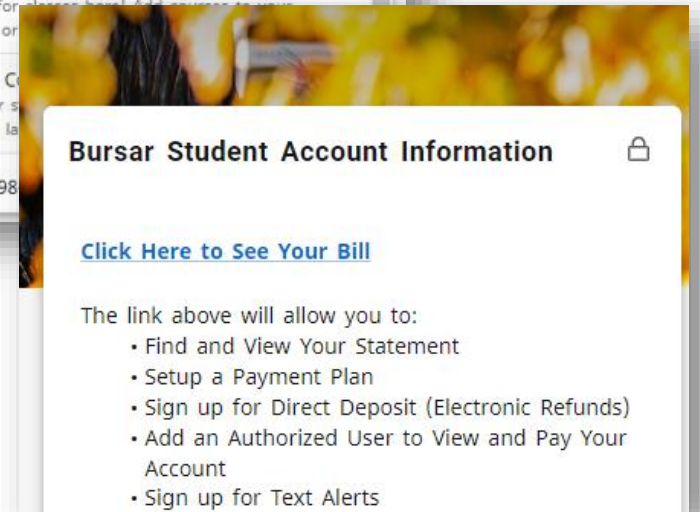
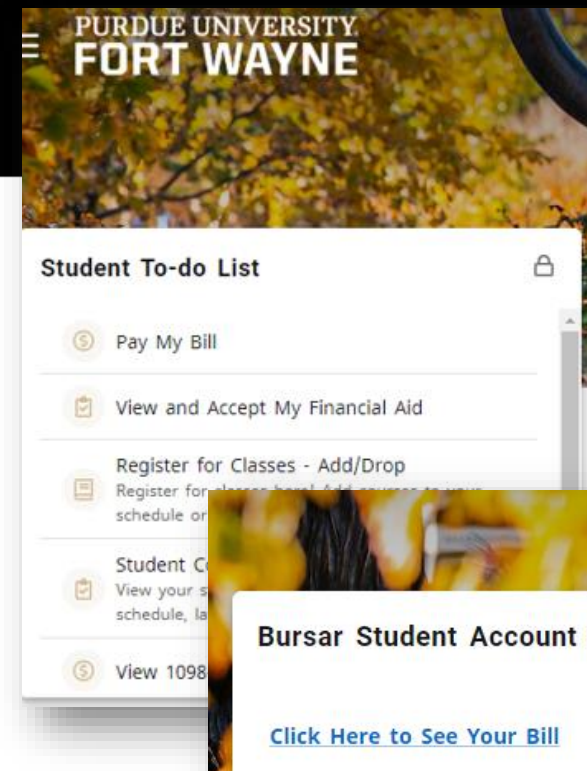
Navigating GoPFW

■ Student To-Do-List

- Where you will find your most commonly used links
- If you have any questions regarding your class schedule, paying your bill, etc.

■ Paying Your Bill

- You can pay your bill online, by mail, or in person on our campus
 - Your bill **MUST BE PAID** before the Friday before classes start or you may incur a late fee
- Online
 - Log into your [GoPFW \(Link\)](#)
 - Find your **Student To-Do List** tile (probably at the very top right)
 - Click on the Pay My Bill link and then follow the online instructions
 - Using the **Bursar Student Account Information** tile you can add an authorized user (parent or guardian) to view and pay your account
 - **Maybe a good idea to add your parent as an authorized user**
- In-Person / Mail
 - If you decide to come onto campus to pay your bill
- Questions
 - Please feel free to reach out to the Bursar Office
 - Important Note due FERPA rights, **only students can request information** regarding their bills



PFW Bursar

- ❖ Email: bursar@pfw.edu
- ❖ Phone: 260-481-6824
- ❖ Address: PFW 2101 East Coliseum Blvd. Fort Wayne, IN. 46805
- ❖ Ground Floor of Kettler Hall (G57)

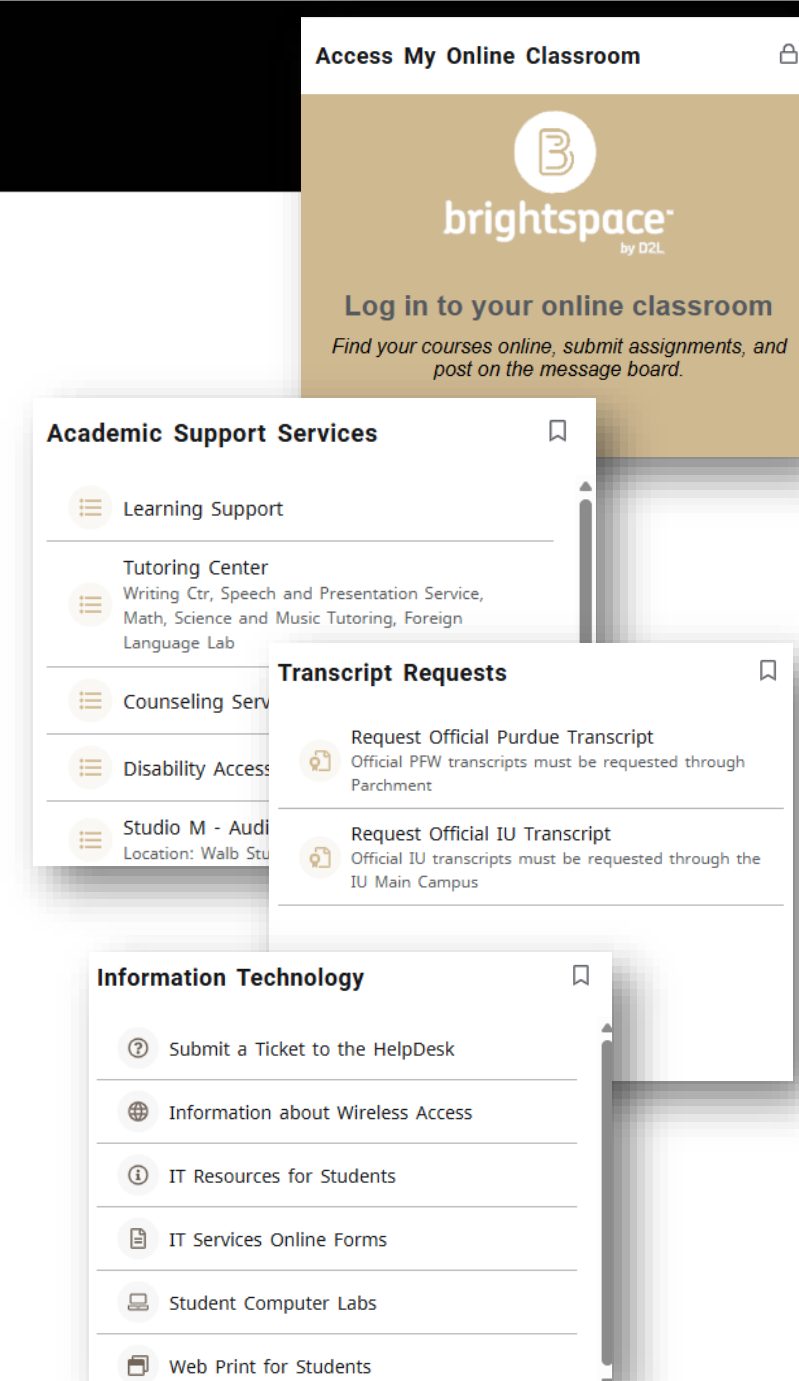


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Navigating GoPFW

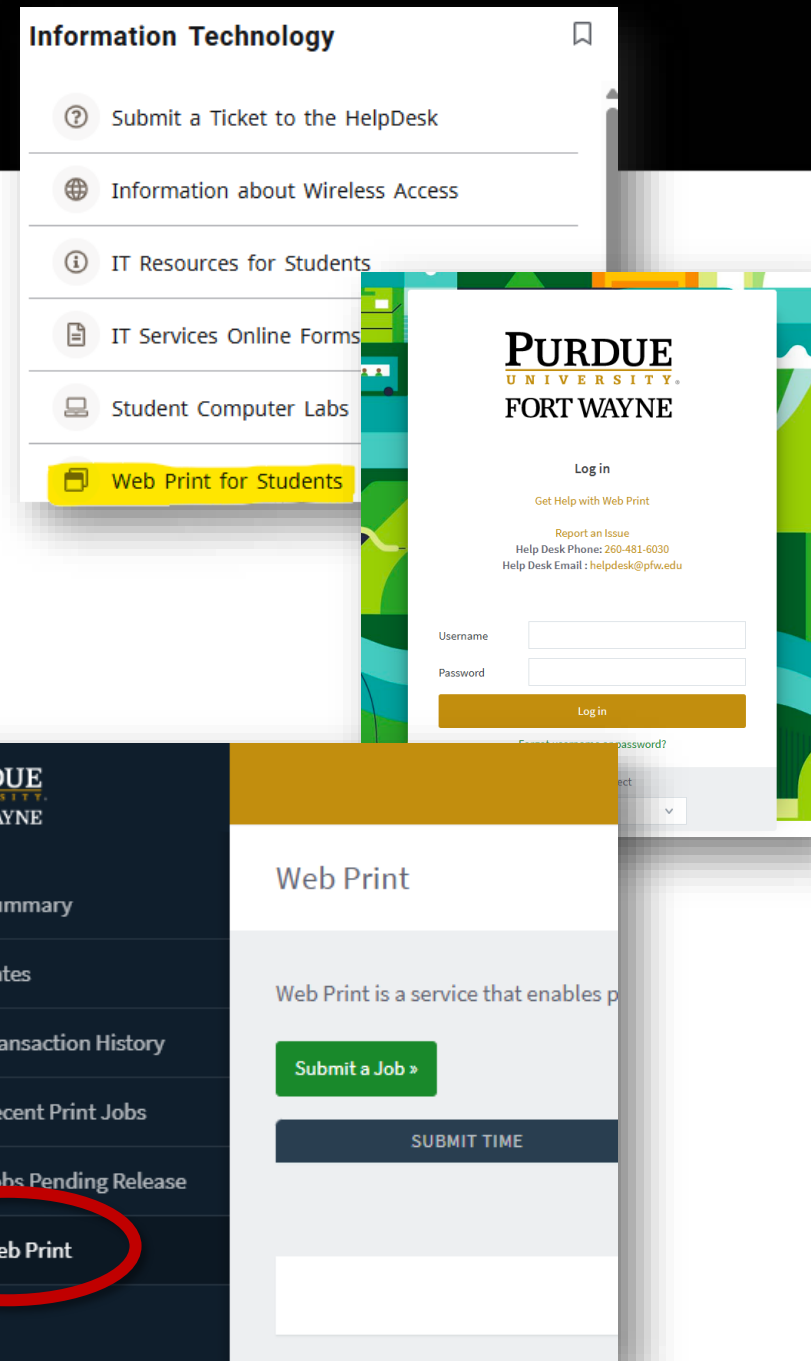
- [Brightspace](#) (Link)
 - This is Purdue's online learning management system and where instructors will share digital content, engage in online discussion boards, submit assignments, etc.
- Other Services on [GoPFW](#) (Link)
 - Transcript Requests
 - Academic Supports Card
 - Access to tutoring, supplemental instruction, and peer-facilitated group study sessions for various courses
 - Disability Access Center
 - Students with disabilities can work with the center to access reasonable accommodations and other support
 - Also includes the Testing Services Center and Counseling Services
 - [Mastodon Campus Store](#) (Link)
 - Find textbooks and course materials, as well as important software downloads and other necessities
 - PFW IT Services
 - Submit a Helpdesk ticket, IT resources, and Web Print for students
- If you are missing your Bursar, Student To-Do List, Account Information, or Academic Support Cards, contact PFW IT ASAP



Navigating GoPFW

■ WebPrint for Students

- Start in GoPFW, find the Information Technology Card, & select Web Print for Students
 - Then log into PaperCut using your Purdue Fort Wayne username and password
 - Same credentials as GoPFW
 - At the left side of the screen, click Web Print
 - Click Submit a Job
 - Select the desired printer
 - At the bottom of the page, click "2. Print Options and Account Selection"
 - In the Copies field, enter the desired number of copies
 - Up to 60 copies can be printed per submission
 - At the bottom of the page, click "3. Upload Document"
 - Click the Browse button
 - Navigate to the desired document and double-click it
 - Click Upload & Complete
- **Make sure to pick up your print out at the designated printer.**



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Campus Resources

■ Academic Supports *(All Active Links)*

• [Academic and Learning Supports](#)

- Access to tutoring, supplemental instruction, and peer-facilitated group study sessions for various courses

• [Writing Consultation & Support](#)

- Provides writing consultations for academic papers

• [IT Support](#)

- Can help you set up and troubleshoot your GoPFW account and answer other IT related questions

• [Helmke Library](#)

- Can provide crucial research assistance from reference librarians
- Online access to all university libraries and professional databases
- Vast data resources at the library and online (you must have an active GoPFW account)

• [Disability Access Center](#)

- Students with disabilities can work with the center to access reasonable accommodations and other support

■ Mastodon ID Cards

- Can be picked up at the Information Desk in Walb Student Union (you will need your #900 and state issued ID like your driver's license)
- For more information go to [Campus Credentials](#) *(Link)*



CURRENT COLLEGIATE CONNECTION STUDENTS

Looking for academic supports and resources, or just have a billing a question; click below to get the answers you need.



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STUDENT PARKING, FERPA, AND STUDENT CONDUCT

FERPA & Grades

■ Federal Law: Family Educational Rights and Privacy Act (FERPA)

- Designed to protect the privacy of students' education records and personally identifiable information
- Parent Access
 - Any student enrolled in any post-secondary institution FERPA rights transfer from the parent to the student
 - Which means **parents will have limited access to student information** (billing and course registration), **students will need to take the lead** regarding their PFW accounts
- For a listing of student rights and what is protected, please visit PFW's [FERPA \(Link\)](#) page

■ Grades

- All grades earned through PFW Collegiate Connection will be reflected on your permanent college transcript
 - If you are struggling in your courses you have options:
 - **Seek out academic support resources** either at your local school or on PFW's campus to help you or you can withdraw from the course up to a certain date, check the [Student Resource Page \(Link\)](#) for more information
 - If you earn a grade of a D+ or lower, then you will not be eligible to enroll at another Collegiate Connection course for one enrollment term



U.S. Department of Education

GRADE	-	GPA	-	PERCENT
A+		4.0		97-100
A		4.0		93-96
A-		3.7		90-92
B+		3.3		87-89
B		3.0		83-86
B-		2.7		80-82
C+		2.3		77-79
C		2.0		73-76
C-		1.7		70-72
D+		1.3		67-69
D		1.0		65-66
F		0.0		0-64
P		Pass		



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Campus Buildings

1. Kettler Hall (KT)
2. Greenhouse (GH)
3. Life Sciences Resource Center (LSRC)
4. Neff Hall (NF)
5. Engineering, Technology, and Computer Science Building (ET)
6. Science Building (SB)
7. Classroom Clinic Building (CLCB)
8. Purdue Cooperative Extension Service (ACX)
9. Environmental Resources Center (ERC)
10. Support Services (SS)
11. University Police
12. Liberal Arts Building (LA)
13. Helmke Library (LB)
14. Walb Student Union (WU)
15. Folett Bookstore
18. Hilliard Gates Sports Center (GC)
19. Music Center (MC)
20. Visual Arts Building (VA)
21. Williams Theatre (WT)
24. Modular Classroom Building (MCB)

Student Parking

- Parking Garage 1 (P1)
- Parking Garage 2 (P2)
- Parking Lots 4, 5, 6, 10, 11
 - 6, 10, & 11 fill up quickly
- Do not park in the green spaces (Staff/Faculty Only)

Campus Map Online PDF (Downloadable)

Student Conduct and Benefits

■ Student Conduct

- Students are expected to uphold and conduct themselves in a way that is responsible and encourages honesty, integrity, and respect among Purdue Fort Wayne students and the campus community
- For more information on student expectations including academic integrity visit the [Office of Student Conduct & Care \(Link\)](#) or the [Collegiate Connection Student Handbook \(Link\)](#)

■ Additional Benefits

- Students in Collegiate Connection are PFW students, and have the same access to resources and benefits as any on-campus student
 - Over **85 student organizations and clubs** (everything from Actuarial Society to Military Science and Leadership to Table Tennis Club)
 - Free admission to all PFW home games
 - Including the games played at Memorial Coliseum (with ID)
 - **Access to the Gates Athletic Center** (indoor track, basketball/volleyball courts, fitness and weight areas)
 - Admission to **all PFW music, theatre, fine arts, campus, and department sponsored events** (depending on the event Free - \$5)
 - **Eligible for a student ID** which is used by numerous area businesses for discounts



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Academic Calendar

Fall Semester Calendar

- **August 25th** : Classes Begin
- **August 25th-31st** : Late Registration & Add/Drop Deadline
- **August 29th** : Labor Day Recess (*Classes Suspended at 4:30*)
- **September 2nd** : Classes Resume
- **September 22nd** : Pass/No Pass Deadline
- **October 20th – 21st** : Fall Break
- **November 21st** : Last Day to Withdraw
- **November 26th – 30th** : Thanksgiving Recess
- **December 1st** : Classes Resume
- **December 15th – 21st** : Last Week of Classes & Final Exams

Spring Semester Calendar

- **January 12th** : Classes Begin
- **January 12th-18th** : Late Registration & Add/Drop Deadline
- **January 19th** : Martin Luther King Jr. Holiday
- **March 9th – 15th** : Spring Recess
- **March 16th** : Classes Resume
- **April 10th** : Last Day to Withdraw
- **May 4th – 10th** : Last Week of Classes & Final Exams



Reminder



Just because your HS may be on break doesn't mean your PFW course is! Keep track of all of the important due dates etc.

Information About PFW



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Purdue Fort Wayne

■ About the University

- Founded as a partnership between Indiana University and Purdue University Fort Wayne
 - The 2 schools split in 2018 into separate universities, we are now officially a Purdue campus

■ Academics [Degree Programs at PFW](#) (Link)

- Currently **over 200 programs** spread across 6 difference schools and colleges
 - Programs range from Graphic Design or Music Industry to Computer Science or Civil Engineering
- Undergrad enrollment is about 5,500, student to faculty ration is **12:1**, generally smaller class sizes

■ [Admissions](#) (Link)

- Take the next steps and learn about becoming a full time Mastodon after High School

■ [Athletics](#) (Link)

- NCAA Division I



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