

SETTING UP YOUR GOPFW

PURDUE
UNIVERSITY

FORT WAYNE

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.



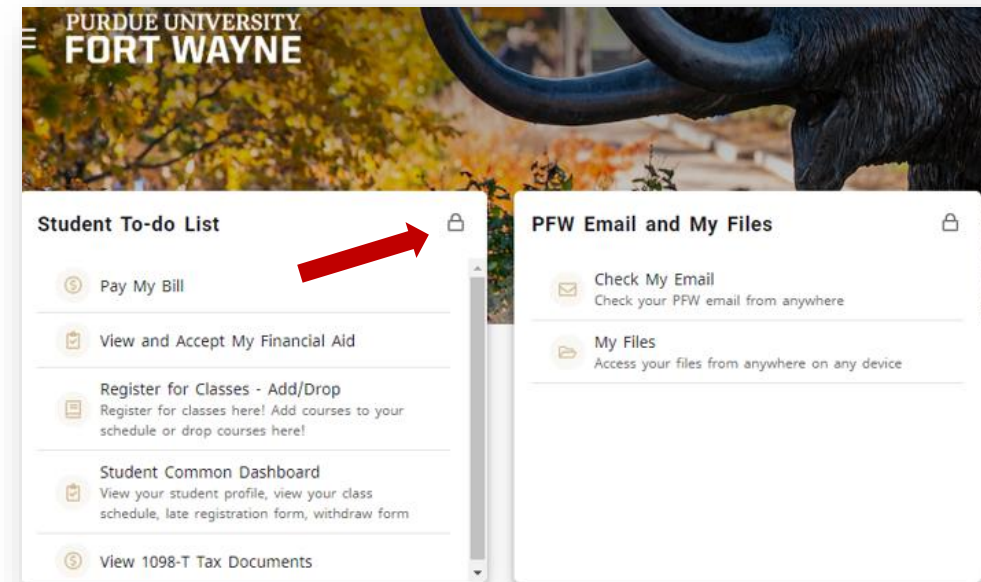
PFW IT Services

- ❖ 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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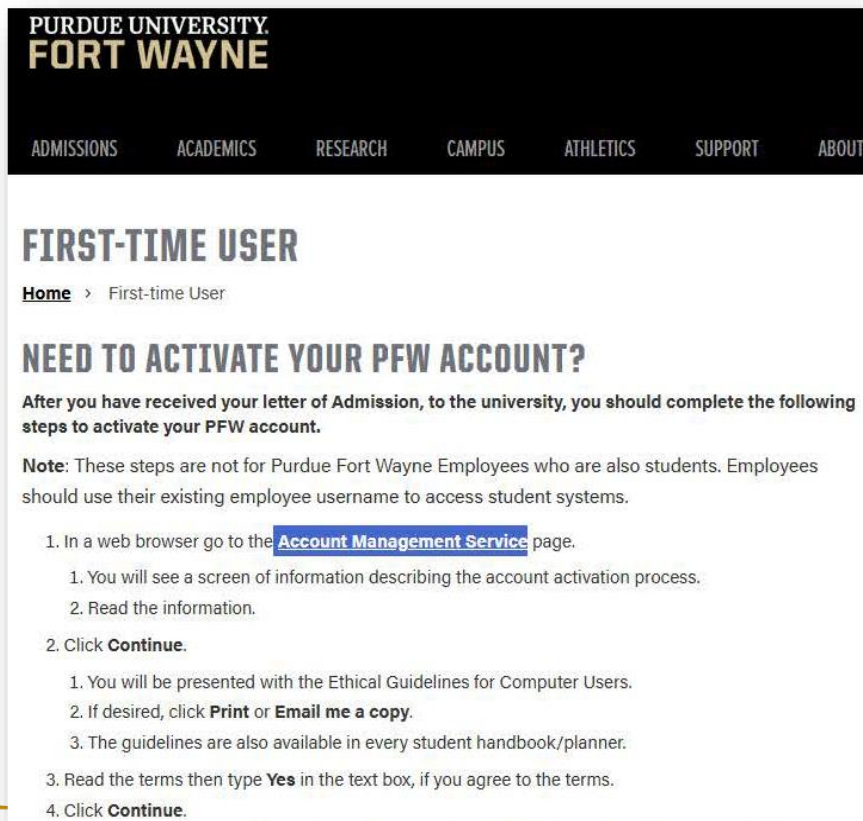
■ [GoPFW](#) (Link)

■ 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



PURDUE UNIVERSITY.
FORT WAYNE

ADMISSIONS ACADEMICS RESEARCH CAMPUS ATHLETICS SUPPORT ABOUT

FIRST-TIME USER

[Home](#) > First-time User

NEED TO ACTIVATE YOUR PFW ACCOUNT?

After you have received your letter of Admission, to the university, you should complete the following steps to activate your PFW account.

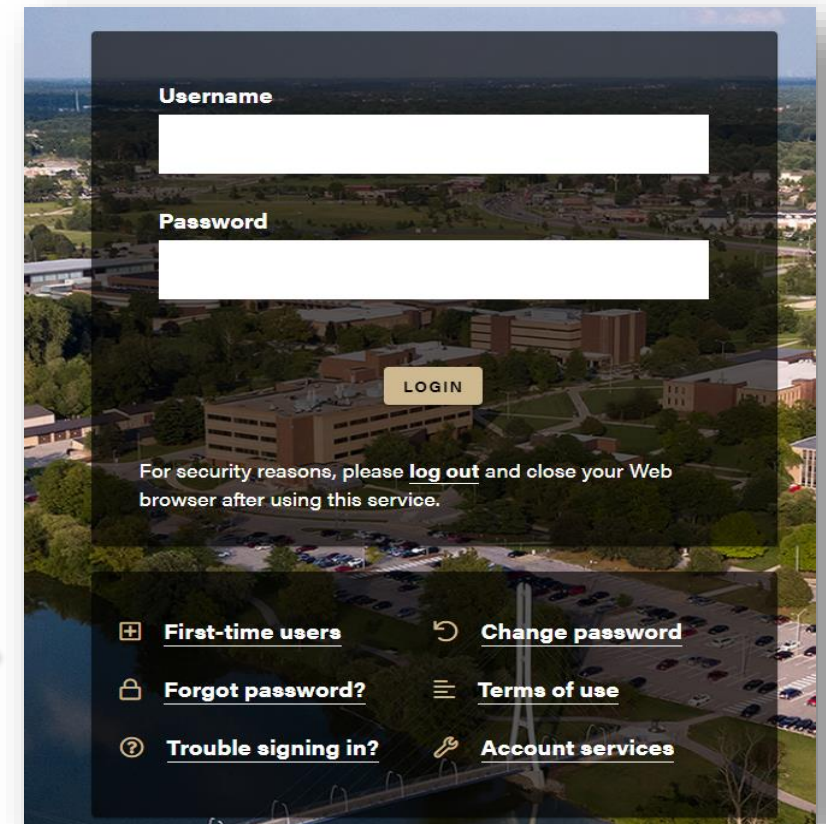
Note: These steps are not for Purdue Fort Wayne Employees who are also students. Employees should use their existing employee username to access student systems.

1. In a web browser go to the [Account Management Service](#) page.
 1. You will see a screen of information describing the account activation process.
 2. Read the information.
2. Click **Continue**.
 1. You will be presented with the Ethical Guidelines for Computer Users.
 2. If desired, click **Print** or **Email me a copy**.
 3. The guidelines are also available in every student handbook/planner.
3. Read the terms then type **Yes** in the text box, if you agree to the terms.
4. Click **Continue**.

Option 1

Or.

Option 2



Username

Password

LOGIN

For security reasons, please [log out](#) and close your Web browser after using this service.

[First-time users](#) [Change password](#)

[Forgot password?](#) [Terms of use](#)

[Trouble signing in?](#) [Account services](#)



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

1. Read & agree to the Ethical Guidelines and select “I have read and agree...”, then click Continue (*seen on next 2 slides*)
2. 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
3. The following slide will have your username, **SAVE YOUR USERNAME** and email address someplace safe (*not shown on slides*)

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Collegiate Connection

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GoPFW Set-Up Steps

1. Agree to Ethical Guidelines
2. Enter Last Name, Birthday, & **PUID**
3. Write down & save your **username**
4. Create & save your **password**
5. Create security questions/answers
6. Attempt to log into your GoPFW
7. Set Up DUO Mobile Authenticator (**Push Notification**)



PURDUE
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FORT WAYNE

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...*)

4. Create 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
5. 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
6. You can now officially use your GoPFW account: try logging into your GoPFW account using your saved username and password
 - Certain off campus high schools have a saved ISP already
 - Therefore you will not have to complete the DUO step while on the school network
 - However you will need to use DUO at home

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2. Enter Last Name, Birthday, & **PUID**
3. Write down & save your **username**
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5. Create security questions/answers
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FORT WAYNE

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#**

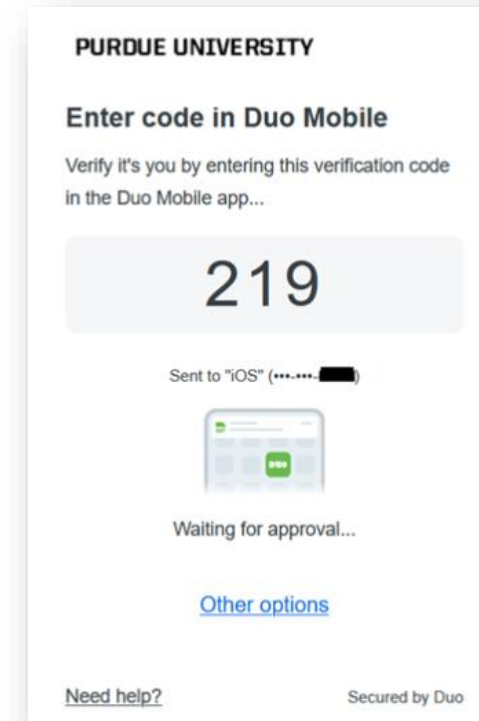
SETTING UP DOU AUTHENTICATOR

Go PFW (Getting Set Up)

- [GoPFW \(Link\)](#)
 - Steps to Activate (*Continued...*)
 - DUO Authenticator
 - Once you try to log into your GoPFW account outside your school's network you will be prompted to use DUO authenticator
 - Setting Up DUO
 1. Preferred primary method is the Duo Mobile App (Apple Store or Google Play)
 2. Follow the prompts to create and set up your account
 3. Select **Duo Verified Push**: A push notification will be sent to the Duo Mobile app on your phone
 1. The Duo Universal Prompt displays a numeric three-digit code on-screen when you choose to use Duo Push to log in
 2. Enter the code shown on your screen into the Duo Push request & tap Verify to finish approving the login request

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