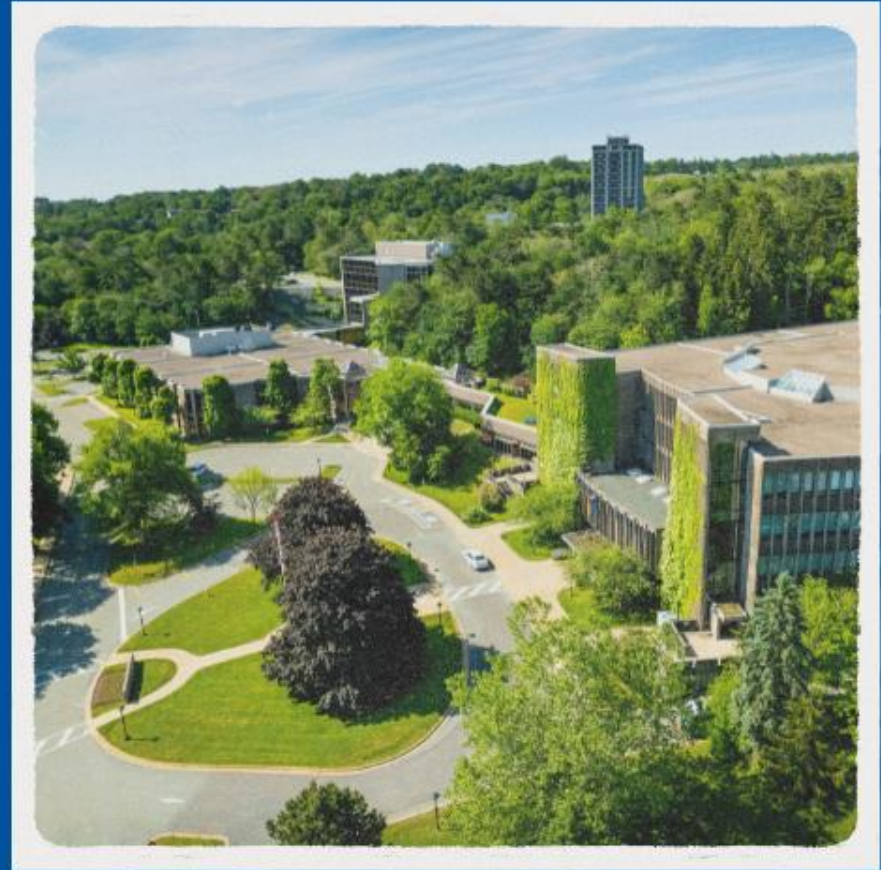


# IT Training

**Pre-arrival Webinar for  
New MSVU International  
Students**



**July 16, 2024**



## **Mahx Mason**

**International Partnerships Coordinator**

**MSVU International Education Centre**

**[mahx.mason4@msvu.ca](mailto:mahx.mason4@msvu.ca)**



## **Sarah Jacques**

**International Student Success Advisor**

**MSVU International Education Centre**

**[sarah.jacques2@msvu.ca](mailto:sarah.jacques2@msvu.ca)**

Today's presentation will be posted to:

<https://www.msvu.ca/international/webinars-and-videos>



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## Webinars and Workshops

### International Education Centre

[International Team](#)

[Our Mission, Vision and Values](#)

### Online Support for International Students

Each semester, the International Education Center offers various online support for our international students. Do not miss the updates listed below that can help you succeed at MSVU. Any questions? Email us at [international@msvu.ca](mailto:international@msvu.ca).

## 1. MSVU Website

- **MSVU homepage**
- **Campus services**
- **International Education Centre**

## 2. MSVU Email, Username, and Password

## 3. Multifactor Authentication (MFA)

- **Phone number**
- **Authenticator apps**

## 4. myMount

- **What is myMount?**
- **Exploring myMount**

## 5. Microsoft 365

- **Downloading**
- **Apps**

## 6. MSVU Mobile App

- **MSVU Safe**

## 7. Moodle and Blackboard Collaborate



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# Challenging the status quo since 1873

[Apply now](#)



Usually, after receiving your Letter of Acceptance, you will get an email in 3 or more business days from [helpdesk@msvu.ca](mailto:helpdesk@msvu.ca). The email will include your MSVU email address, username and password. You can change your password by logging in to your *myMount* at [www.msvu.ca/myMount](http://www.msvu.ca/myMount).

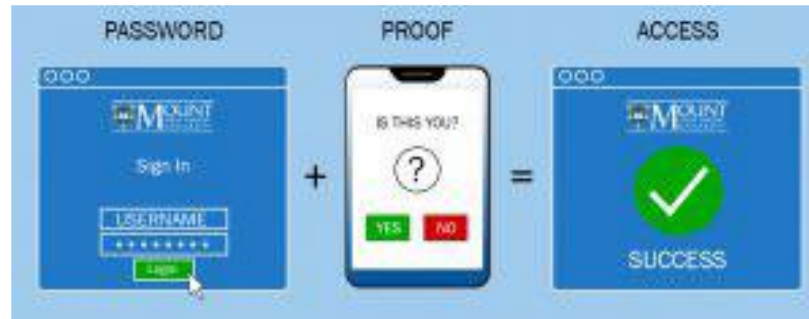


- *Your username is as follows: First initial followed by last name. If your email address has a number, so will your username.(Mount App, Financial Statements, Account Activity Statement, WebAdvisor, library searches, accessing MSVU PCs on Campus etc...)*
- *Your email address will be your full first name, followed by your last name. If you are unsure about if your email may or may not have a number, contact IT&S and we will assist you (Moodle, myMount).*
- *Your initial password is a ten character password starting with MSVU and the last six characters being your date of birth in ddmmyy (two-digit day, month and year) format. For Example: If your date of birth was January 24, 1953, then your password would be Msvu240153.*
- *Please login to myMount email in order to reset your MSVU Account password in the link below: <https://www.msvu.ca/mymount>.*
- *After having logged in successfully, you will see a Self-Service Password Reset (SSPR) setup window indicating: “More information is required. Your organization needs more information to keep your account secure.”*
- *Follow the steps to set up your future password recovery methods; we recommend setting up at least two methods for recovery.*
- *Once your recovery methods are setup you should not be prompted again. If on some future date you need to use SSPR to reset your password, you can follow the link on the MSVU page for forgotten password to reset your password.*

*For more information about setting up recovery options or using the recovery tool, go to: <https://www.msvu.ca/password/>*

*Let us know if there is anything else we can help with!*

## Multifactor Authentication (MFA)



### Instructions:

1. Download an authenticator app on your phone;
2. Log in to your [myMount](#). The initial MFA setup will require you to link your mobile phone number to your MSVU account by receiving a text message;
3. After the initial setup, you can add the authenticator app and use it as your preferred authentication method.

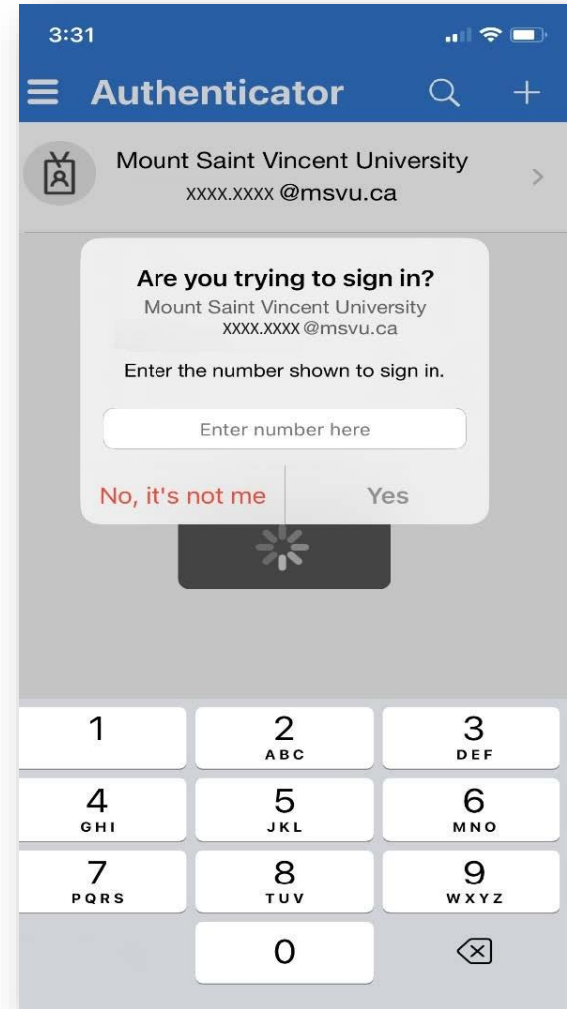
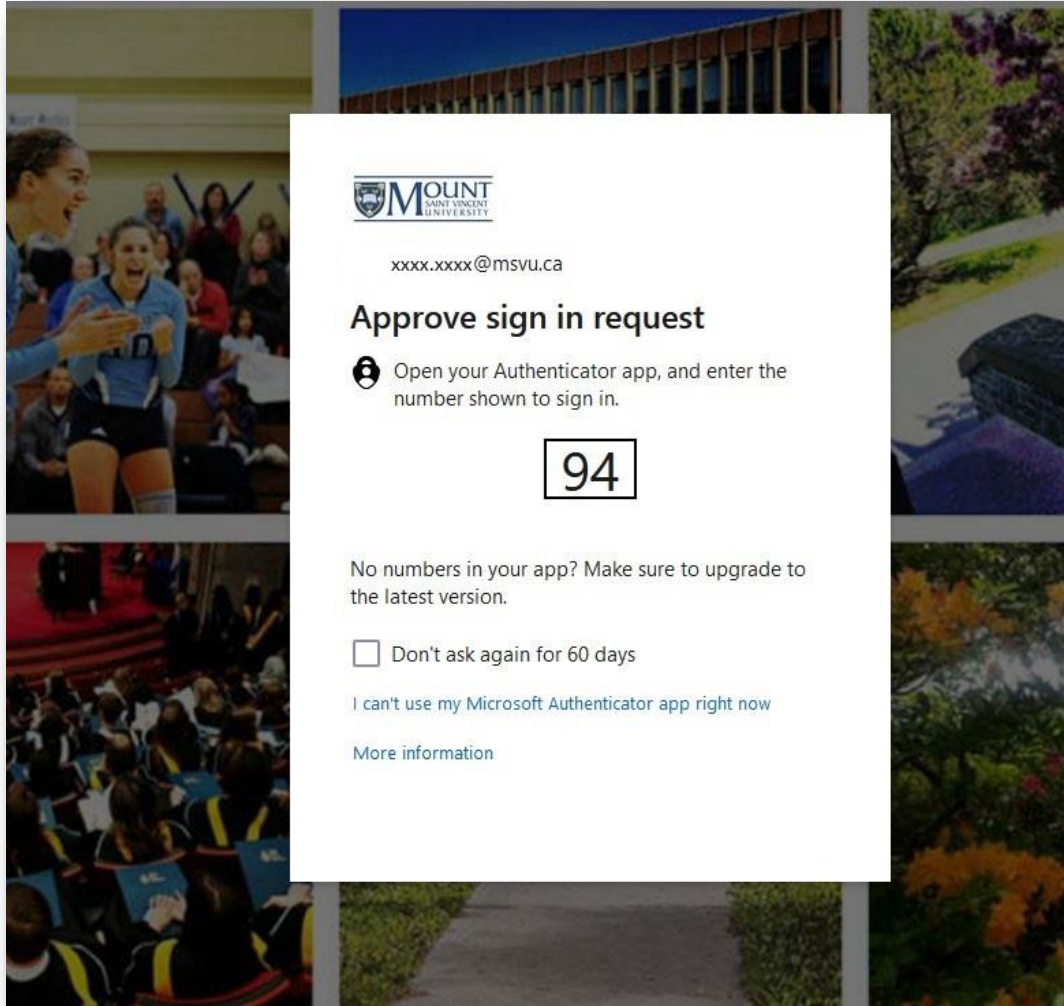
**Microsoft Authenticator**



**Google Authenticator**









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[Email](#)
[Registration Centre](#)
[Moodle](#)
[Library](#)

myMount

Welcome to myMount



### Notice: the Mount App

In June 2024 the Mount App will be retired and replaced with [myMount Self-Service](#) where you can register for classes, view final grades and financial records, and much more. [Video: learn to register for classes and manage your schedule in self-service.](#)

### Faculty and Staff Quick Links

- [Colleague](#)
- [Intranet](#)
- [Mount Alert](#)
- [WebAdvisor](#)

### Taxes, Earnings and Leaves

- [Leave Form](#)
- [myMount Self-Service](#)
- [Earnings Statements](#)
- [Tax Information](#)

### Announcements

Title

Announcing the 18th Nancy's Chair in Women's Studies at MSVU

Announcing MSVU's new AVP People and Culture

Registration for the hybrid 3rd Black Excellence in STEM conference (BESTEMM2024) is open

Update: Marking National Indigenous Peoples Day

An Important Change for Students: the MSVU App to be replaced by myMount Self-Service in June 2024

1 - 5 ▶

### BEd and Graduate Application Information

Instructions related to reviewing your application document status and uploading files can be found on the website:

[Bachelor of Education](#)

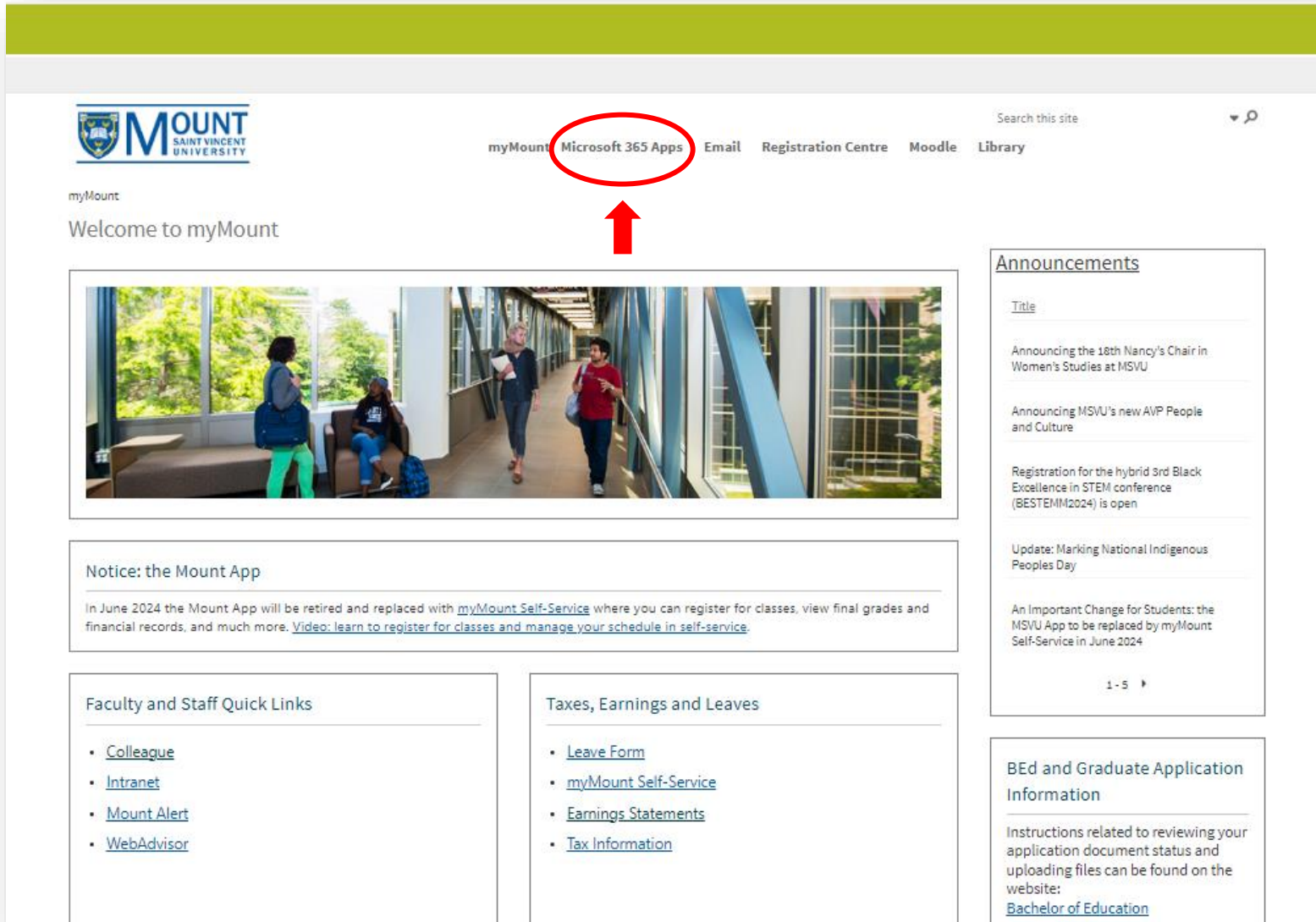


# Microsoft 365



1. Log in to your myMount;

2. Click on “Microsoft 365 Apps”



The screenshot shows the myMount website interface. At the top left is the Mount Saint Vincent University logo. To the right of the logo is a navigation menu with the following items: myMount, Microsoft 365 Apps, Email, Registration Centre, Moodle, and Library. The "Microsoft 365 Apps" link is circled in red, and a red arrow points upwards to it from below. To the right of the navigation menu is a search bar labeled "Search this site" and a user profile icon. Below the navigation menu, the text "myMount" and "Welcome to myMount" is displayed. Below this is a large banner image showing a modern building interior with people. To the right of the banner is an "Announcements" section with a list of news items. Below the banner is a "Notice: the Mount App" section. At the bottom, there are two columns of quick links: "Faculty and Staff Quick Links" and "Taxes, Earnings and Leaves".

myMount

Welcome to myMount

myMount Microsoft 365 Apps Email Registration Centre Moodle Library

Search this site

Announcements

Title

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Faculty and Staff Quick Links

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Taxes, Earnings and Leaves

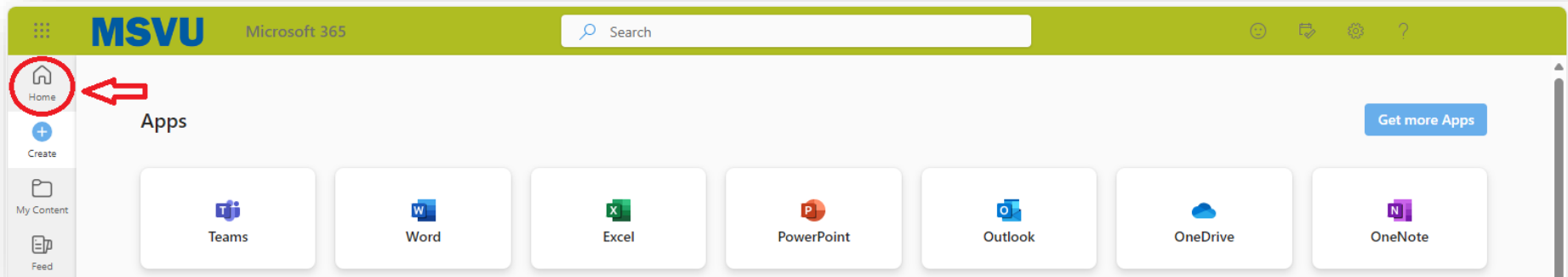
- [Leave Form](#)
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BEd and Graduate Application Information

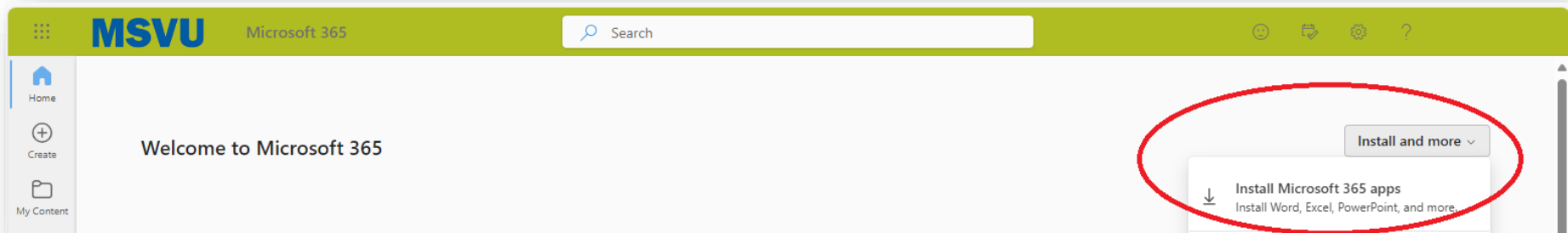
Instructions related to reviewing your application document status and uploading files can be found on the website:

[Bachelor of Education](#)

1. Click on the “Home” icon on the left (Picture 1);
2. Then click “Install and more” (Picture 2);
3. And then, click on “Install Microsoft 365 apps” (Picture 2).



Picture 1



Picture 2

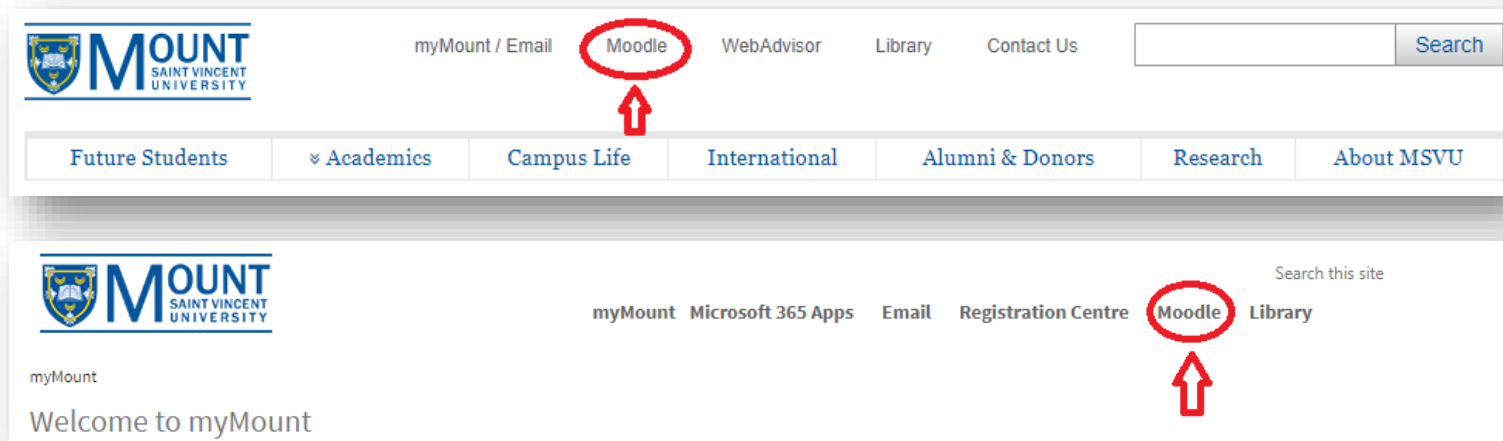
MSVU SAFE is a free campus safety app designed to be a one-stop safety shop that connects users to a variety of safety and security tools and resources –all in the palm of your hand. To make maximum use of the app, users must have location services and calling services enabled. The app includes the following features:

- Mobile Blue Light
- Friend Walk
- Report a tip
- Virtual Walk Home
- Support Resources
- Travel Safe
- Campus Maps
- Emergency Procedures
- Class Cancellation
- Safety Toolbox



[Learn more](#)

Moodle is the MSVU's Learning Management System and is used for most course deliveries, including face-to-face, online, blended and multi-access. It allows faculty to create and manage course content, host online discussions, administer quizzes and meet in real time with students. Moodle provides a place where students can access course content, submit assignments, complete activities, and communicate with their peers and their instructor.

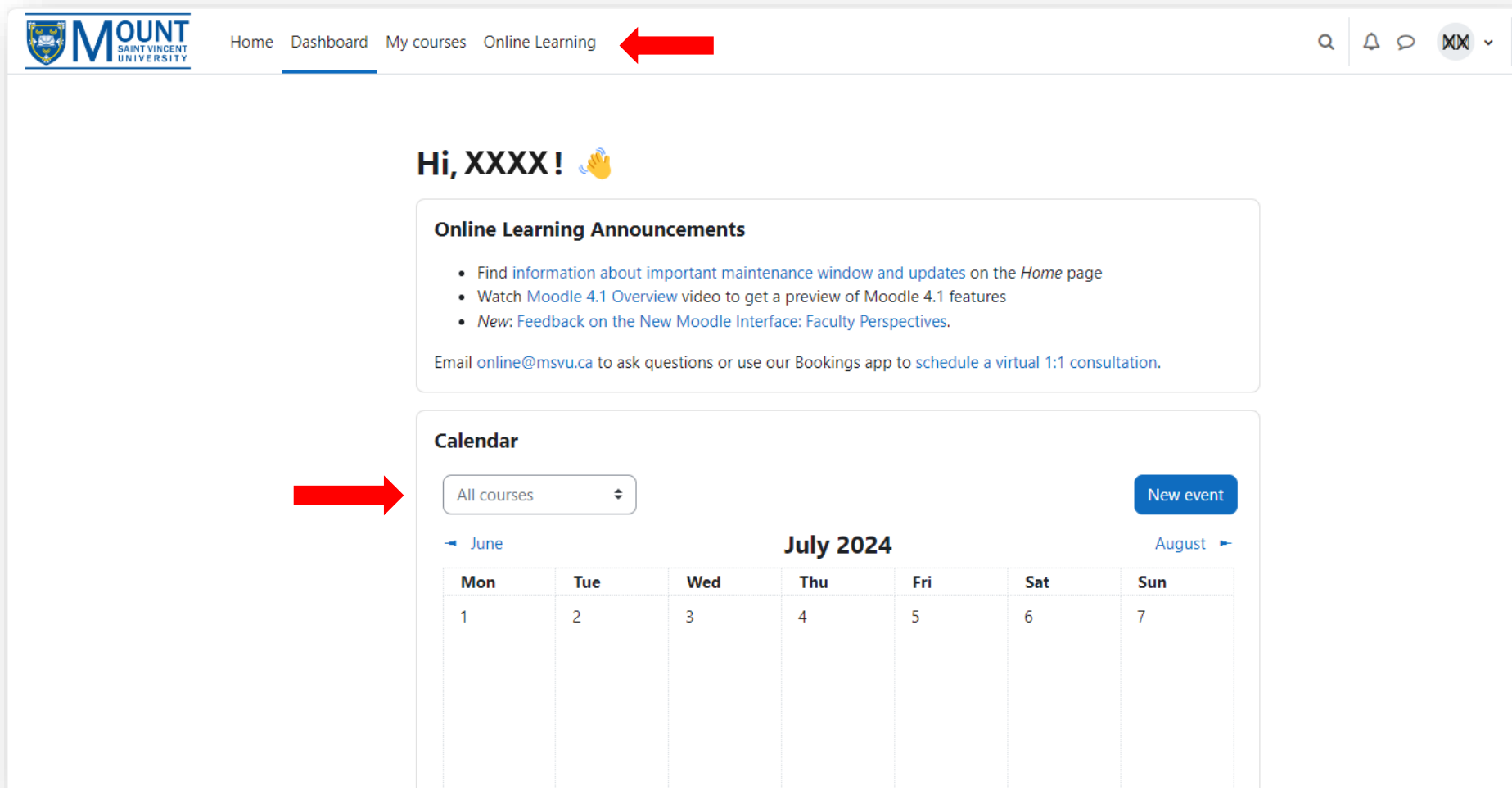


Blackboard Collaborate is our online classroom software. It provides a virtual space where faculty and students can meet in real-time, work in groups, chat, and learn together.





Once you are logged in, you will see the webpage as shown below. You can explore your Moodle by clicking on the tabs “Home, Dashboard, My courses, and Online Learning” or click the dropdown menu “All courses” to find your courses.



The screenshot displays the Moodle user interface. At the top left is the Mount Saint Vincent University logo. The navigation menu includes links for Home, Dashboard, My courses, and Online Learning. A red arrow points to the Online Learning link. On the right side of the navigation bar are icons for search, notifications, messages, and a user profile dropdown.

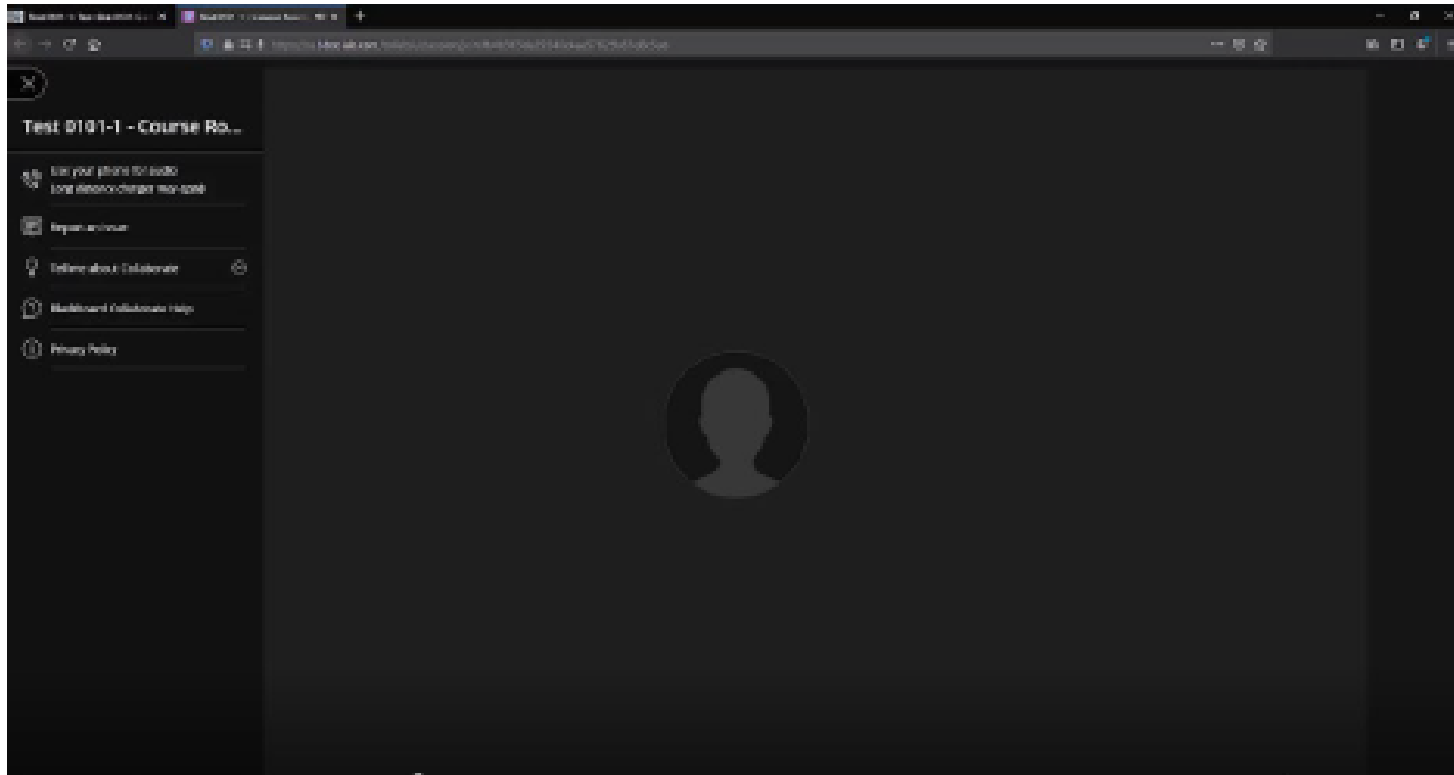
The main content area features a personalized greeting: "Hi, XXXX!" with a hand icon. Below this is a section titled "Online Learning Announcements" containing a bulleted list of links and an email address for inquiries.

Below the announcements is a "Calendar" widget. A red arrow points to the "All courses" dropdown menu. The calendar shows the month of July 2024 with a grid of days from Monday to Sunday.

Mon	Tue	Wed	Thu	Fri	Sat	Sun
1	2	3	4	5	6	7

Blackboard Collaborate is your virtual classroom where you have online classes. Please click on the image below to view the instructional video about Blackboard Collaborate.

**Note:** watching the video requires login with your MSVU email and password.



# Questions?

