

## FURTHER ONLINE SERVICES



- Printing
- E-Mail System / Webmail
- Nextcloud
- Primuss Portal  
(enrolment certificate, exams, grades)
- iLearn
- Intranet
- Microsoft Azure Dev Tools for Teaching  
(download portal for software from Microsoft)
- Free Office 365 subscription for students  
via Microsoft portal
- Change password
- Internship management
- Sign in for exams in the Primuss Portal
- Mailing lists (write E-Mails to student mailing lists)
- VPN
- Eduroam
- @BayernWlan
- Multi-factor Authentication (MFA)

## CONTACT

### IT-Support

For any problems relating to the IT facilities our IT support team will be happy to help you.

### Anytime per E-Mail

✉ [it-support@th-deg.de](mailto:it-support@th-deg.de)

### Personally

According to notice board or Facebook

### European Campus Rottal-Inn (ECRI)

Student IT Support on ECRI will either take place weekdays 1-2pm in the Copy Room 0.17, or virtually, due to the current Corona-situation.

Please consider current facebook and iLearn announcements.

Besides please send an e-mail to [ec-it-support@th-deg.de](mailto:ec-it-support@th-deg.de).



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**IT INFRASTRUCTUR &  
BASIC SERVICES**  
FIRST STEPS IN THE IT



# FIRST STEPS IN THE IT

## Student portal:

<https://www.primuss.de/portal-thd>

### 1. Check-in

- For the duration of your studies you will receive the following from the university:
  - a user account
  - a mail account
- For the check-in you will receive a message with an individual link to your private e-mail address
- In the first step, you will be asked to enter your matriculation number for verification purposes.
- Please note:** Your matriculation number can be found on your admission registration certificate and is not the same as the applicant number.
- Check your data. If the information is correct, confirm it. If this is not the case, please contact the IT support.

### 2. Password and User Account

- Please choose your password now. The standard password has to include:
  - 10 to a max. of 32 characters
  - upper/lower case letters, numbers and special characters, but no spaces
- Your accounts will be displayed and are ready to be used

Example:

Hans Muster (Matr. no. **00123456**), born **05.12.2000**,  
=> Matr. no. **00123456** => **hm05456**

### 3. Multi-factor Authentication (MFA)

- To protect our infrastructure and your data, a multi-factor authentication requirement applies to most services and the VPN. For more information on how to set this up, see: <https://intranet.th-deg.de/en/informationssicherheit/2mfa>

### 4. Mail account

- E-mail address: [name.surname@stud.th-deg.de](mailto:name.surname@stud.th-deg.de)
- Please note: If your name already exists, address will be extended with consecutive numbers: [name.surname2@stud.th-deg.de](mailto:name.surname2@stud.th-deg.de)
- E-mail password: see 2.
- Visit <https://idm.th-deg.de> (access only on campus or via VPN) if you're unclear what your e-mail address looks like
- Changing your password:  
To change your password please see: <https://idm.th-deg.de> (access only on campus or via VPN)

### 5. After registration:

- Important drive letters:
  - I: your own home drive (5 GB)
  - V: central drive (hub)

### 6. Student email distribution lists

- Sending e-mails to student distribution lists is only possible via the MoM web application: <https://mom.th-deg.de> (access only on campus or via VPN)

### 7. Public Distribution Lists

- To receive further information via e-mail (News, events, etc.), you can subscribe to the according public distribution lists at <https://idm.th-deg.de> in the menu item „Public distribution lists“

### 8. Important Internet addresses

- The University website: <http://www.th-deg.de/en>  
Access to the email system: <https://webmail.th-deg.de>
- Intranet: <https://intranet.th-deg.de>
- Confluence (future successor of the intranet, access only on campus or via VPN): <https://confluence.th-deg.de>
- E-Learning <https://learn.th-deg.de>
- Cloud-Storage <https://nextcloud.th-deg.de>

### 9. Printing and photocopying

- In order to be able to print or copy you first have to register the student card at a printer with a card reader. Then you can charge your credit at the terminal next to the copyshop (Room C012). Further information can be found in the intranet at: <https://confluence.th-deg.de/x/6505AQ> (access only on campus or via VPN)
- Connect a printer: Windows Explorer -> enter in address bar -> \\druck (return) -> add selected printer by double clicking.
- Please refer directly to the staff in the copyshop if any problems (missing paper, paper jam, damages, and so on) occur:  
Building C, Room C012, Tel. +49 991 3615-362

### 10. Introductory sessions

- Many faculties organise an IT introductory session at the beginning of the 1st semester. You will receive more information from your faculty.

### 11. Certificate of Enrolment

- Select the Primuss portal in your browser: <https://www.primuss.de/portal-thd> (Login with your user ID; see point 1)
- Click on “Mein Studium“ (my studies).
- Click on “Aufrufen von Bescheinigungen“ (Study certifications)
- Select the required form of enrolment certificate
- A PDF file will be created which can be printed or saved and sent by email

### 12. Access to Network

- WLAN „eduroam“, for details see Intranet: <https://intranet.th-deg.de/en/rz/wlan/eduroam>
- WLAN @BayernWlan
- VPN access via the WLAN „campus-vpn“ or externally, for details see Intranet: <https://intranet.th-deg.de/rz/vpn>

### 13. Software Offers

- Microsoft Azure Dev Tools for Teaching (incl. Windows 10)
- Microsoft Office 365 ProPlus
- campusAuction (auction system)
- Pinboard (small ads)
- Survey systems (LimeSurvey, THDoodle)

Further information:

<https://intranet.th-deg.de/angebote>