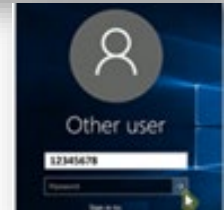


Tshuab ntawm NWTC



Nkag mus rau NWTC Laptops/Computers

Tuav cia lub Ctrl, Alt, thiab Delete tseem ceeb tib lub sijhawm coj tuaj rau login screen. Sau koj tus 8-digit NWTC username thiab password, ces nias kos npe rau hauv. Koj yuav reset passwords ntawm <https://pwd.nwtc.edu>.

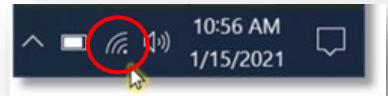


Tawm hauv tsev kawm ntawv nkag

Accessing tus me nyuam kawm ntawv Portal thiab lwm yam kev ruaj ntseg NWTC yuav tsum tau siv Microsoft Multi-Factor Authentication (MFA) software. Yuav tsum tau teem Multi-Factor Authentication? Kawm kom paub teem [caj ntawm https://www.nwtc.edu/about-nwtc/iit/multi-factor-authentication](https://www.nwtc.edu/about-nwtc/iit/multi-factor-authentication)

Txuas nrog internet/Wi-nkaus

Yog hais tias koj muaj teeb meem txuas nrog internet, nias lub Wi-nkaus icon hauv qab kaum tsev saib muaj tes hauj lwm tes hauj lwm thiab ces txuas nrog.



Thaum uas siv NWTC laptops, lub **ntiaj teb no tiv thaiv** software tso cai rau koj mus cuag kev kawm ntawv qib siab. Xyuas seb qhov no yog txuas nrog thiab ua hauj lwm los clicking lub arrow thiab ces lub ntiaj teb icon.

Nkag mus thiab siv Canvas

Koj yuav siv Canvas rau hoob kawm. Log siv [nwtc.instructure.com](https://www.nwtc.edu) los yog nias lub Canvas tile hauv tus me nyuam kawm ntawv Portal. Koj kuj mus www.nwtc.edu, nyem Tus Me Nyuam Kawm Ntawv Login nyob saum qhov screen, thiab scroll rau lub Tshuab Resources seem mus nyem Canvas.

Koj tus neeg siv yog koj tus menyuam 8-digit number@nwtc.edu. Piv txwv li: 12345678@nwtc.edu. Koj lo lus zais yog koj tej lo lus zais NWTC password. Tag nrho off-campus logins yuav tsum tau siv Microsoft Multi-Factor Authentication software los yog MFA.

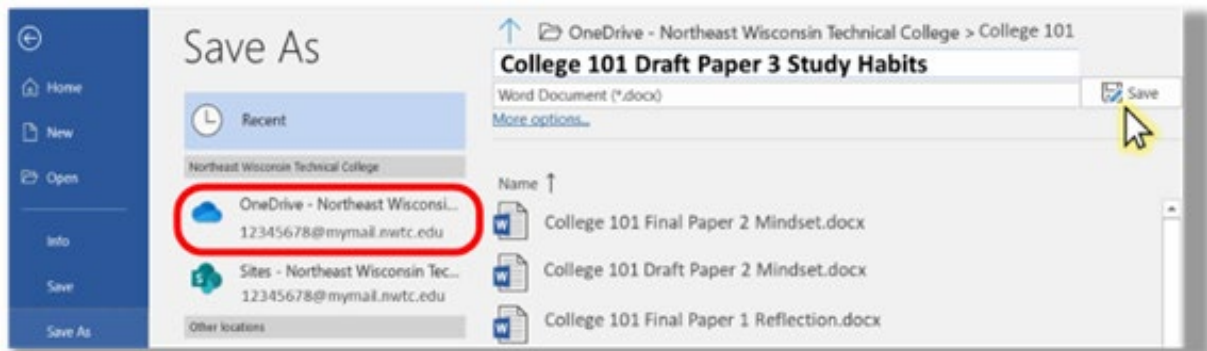
Nyob rau hauv lub Canvas Dashboard, cov ntawv teev cov ntawv teev cov hoob kawm yuav teev koj hoob kawm. Nyem rau daim card mus saib tau lawv. Nyeem cov ntawv tshaj tawm los ntawm koj tus instructor, access modules, ua kom tiav cov kev ua ub no thiab cov ntawv ua hauj lwm, coj quizzes thiab piv txwv, thiab ntsuam xyuas koj cov qib kawm.

Sib txuas lus nrog Email

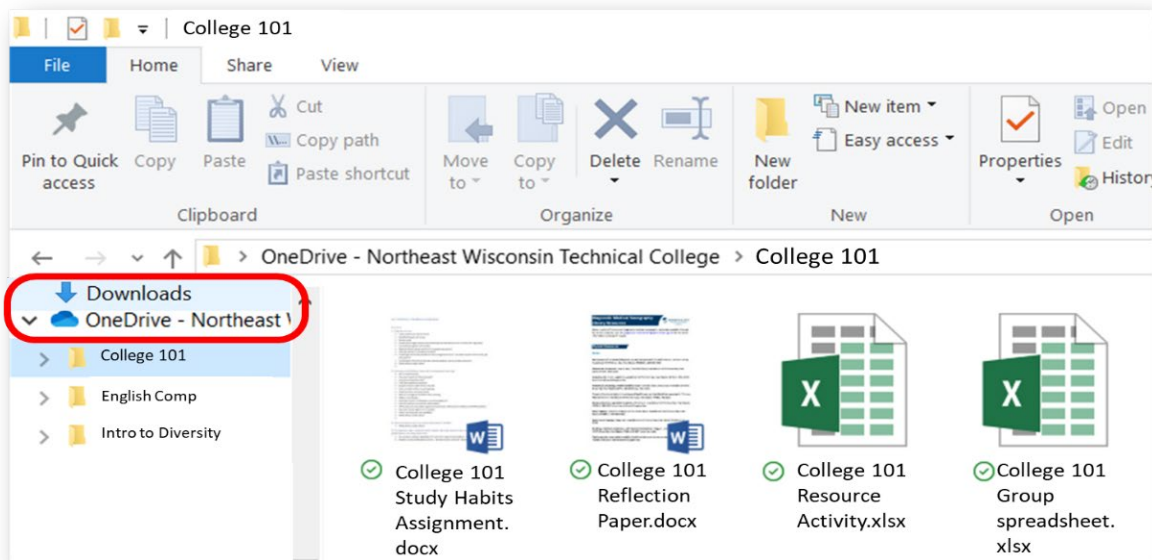
Xa thiab tau txais email, saib koj tus account email nyiaj los ntawm tus me nyuam kawm ntawv portal ntawm tus me nyuam kawm ntawv portal ntawm tus me nyuam kawm ntawv portal <https://go.nwtc.edu/Student-Portal> los yog ntawm lub website NWTC. Nyem rau Cov Me Nyuam Kawm Ntawv Login, ces mus tshuab cov chaw muab kev pab.

Txuag Cov Ntaub Ntawv

Tej zaum koj yuav tau xa ib daim ntawv mus rau ib qho chaw ua hauj lwm. Thaum txuag cov ntaub ntawv, ib txwm xaiv cov ntaub ntawv, ces txuag tau, thiab xaiv koj tus menyuam kawm ntawv OneDrive.



Nyem cov ntaub ntawv folder icon hauv qab ntawm koj qhov screen qhib qhov rais Explorer saib koj cov ntaub ntawv nyob rau hauv OneDrive thiab tsim folders rau txhua hoob kawm. Nyem rau cov ntaub ntawv qhib lawv. Downloaded cov ntaub ntawv rua hauv lub Downloads folder.



Xa ua hauj lwm hauv Canvas

Koj yuav xa cov ntaub ntawv hauv Canvas siv ntau submission hom. Mus saib koj cov ntawv tso cai los ntawm koj daim ntawv teev npe nyob rau hauv koj dashboard, course home Page, Syllabus, Gradebook, Calendar, calendar, los yog Modules.

Muaj plaub submission hom: Upload ib daim ntawv, xa ib phau ntawv nkag teb chaws, sau ib lub website URL, los yog xa tawm los ntawm kev siv lub khawm rau koj submission. **Faj seeb:** Canvas tsis txhawb cov ntaub ntawv uploads loj tshaj 5GB.

Accessing Microsoft 365

Koj siv tau Microsoft 365 los tsim koj cov ntaub ntawv. NWTC muab no software rau koj dawb! Mus saib Microsoft 365 rau koj lub computer, mus rau tus me nyuam kawm ntawv Portal thiab nias microsoft 365 khawm.



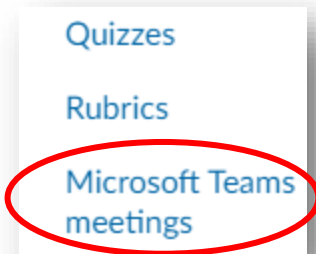
Siv koj tus menyuam ID @nwtc.edu log rau hauv. Tsis txhob siv koj lub tswvyim tub ntshais kawm ntawv nyob ntawm no. Nyem Ntxiv mus thiab sau koj NWTC password.

Koj yuav saib tau tag nrho cov versions hauv internet versions ntawm cov ntaub ntawv, los yog koj kuj download thiab ntsia Microsoft 365 rau koj lub computer los clicking **Install Apps** hauv lub ces kaum sab xis-tes kaum tsev ntawm Microsoft 365 Hauv Online. Ua raws li cov lus qhia kom tiav cov plahaum. Yog hais tias koj muaj yav dhau los versions ntawm Microsoft Office applications rau koj lub computer, uninstall lawv ua ntej.

Yees duab Conferencing

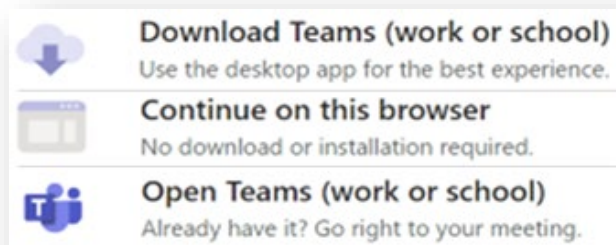
Tej zaum koj yuav tau yees duab kev sib tham nrog koj instructor los yog nrog lwm cov tub ntshais kawm ntawv rau hoob kawm.

Mus saib tau ib lub sij hawm yees duab kev sib tham los ntawm koj instructor hauv Canvas, nyem lub rooj sab laj Microsoft Paab khawm thiab xaiv cov hoob kawm uas koj xav koom.



Tej zaum koj kuj muaj ib qhov txuas mus rau lub rooj sab laj los ntawm koj outlook los yog Canvas Calendars.

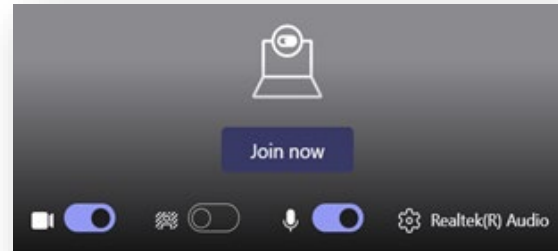
Mus saib tau cov ntaub ntawv zaug, siv cov ntaub ntawv txuas rau Microsoft Teams rooj sib tham los yog nyob rau hauv cov paab Chat xaiv.



Xaiv seb yuav qhib kev sib txoos li cas. Koj yuav download lub Paab app, siv cov browser, los yog qhib lub Paab app yog twb ntsia rau hauv koj lub computer.

Koj yuav tau mute los yog unmute koj lub suab thiab nres los yog pib koj yees duab ua ntej thiab tom qab koj nias koom.

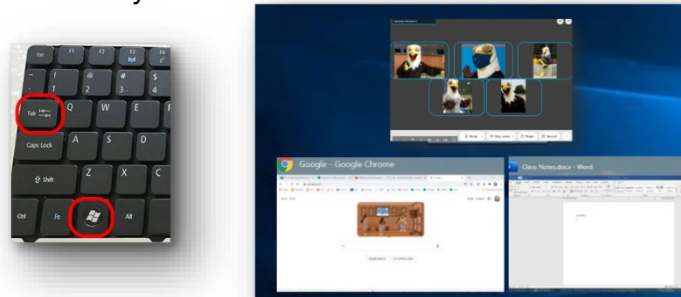
Koj yuav xaiv tau koj lub suab ntaus ntawv thiab kuaj Koj hais lus thiab microphone. Ib txwm mute lub ntim ua ntej pub ntiv tshaj.



Thaum ntse nyob rau hauv qhov kev sib kho, qhib lub thawv rau cov lus nug los yog teb rau koj cov menyuum kawm ntawv/classmates. Siv cov tshuaj tiv thaiv los sau koj txhais tes los yog siv emojis.

Qhib Qhov Rais

Thaum lub yees duab kev sib tham, koj yuav tuav tau lub qhov rais thiab Tab tseem ceeb tib lub sijhawm saib txhua yam uas yog qhib rau koj lub computer thiab hloov mus rau lwm cov ntaub ntawv. Thaum koj nrhiav ib lub website koj qhib, nco ntsoov tias koj yuav muaj ntau web browsers nrog ntau tabs mus xyuas.



Sib koom koj cov ntxaij vab tshaus

Yog hais tias nug muab koj cov ntxaij vab tshaus, nias lub Share icon rau lub toolbar, ces xaiv daim ntawv thov los yog screen qhia lwm tus.



Pib koj lub rooj sab laj

Yog hais tias koj yuav tsum tau ntsib hauv internet nrog lwm tus, koj yuav pib koj lub rooj sab laj los siv cov calendar function hauv Outlook los yog nyob rau hauv Paab thiab xaiv raws li tam sim no los yog tshiab paab lub rooj sab laj (los yog clicking lub rooj sab laj icon hauv Paab Chat). Ces muab lub rooj sib tham los yog xa cov caw.

Accessing Off-Campus Software

Mus saib lwm NWTC software ntawm off-campus los ntawm koj tus kheej laptop, mus www.nwtc.edu/students thiab nias off-Campus Software Access.

Nrhiav Kev Pab

Yog hais tias koj xav tau kev pab nrog tshuab teeb meem, hu rau tus Me Nyuam Kawm Ntawv Pab Desk ntawm 920-498-6900 los yog hu rau Help Desk technicians ntawm nwtc.edu/helpdesk.

Lub TSEV qiv ntawv NWTC kuj yuav pab tau koj thaum koj nyam!

Mus rau qhov chaw nug ib librarian qhov chaw ntawm nwtc.libanswers.com saib cov lus teb rau cov lus nug, saib Tshuab 101 yeeb yaj duab ntawm go.nwtc.edu/tech101, los yog hu rau lub Librarians los ntawm chat, xov tooj, email, los yog phau ntawv.