

FOOT TERRASSA CAMPUS COMPUTER SERVICES



STUDENTS SERVICES: ACCOUNTS

As a UPC student, you have an account (username and password) that allows you to access your informatic resources.

WHERE CAN I ACCESS WITH MY ACCOUNT?

- FOOT Computer Classrooms
- GSuite Google: Gmail, Drive, Meet, etc
- UPC Webs
- Personal storage space (drive H)
- Eduroam Wi-Fi network

COMPUTER CLASSROOMS

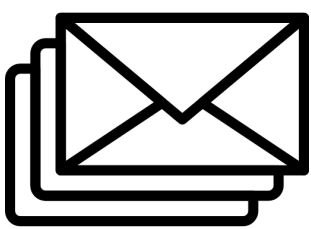
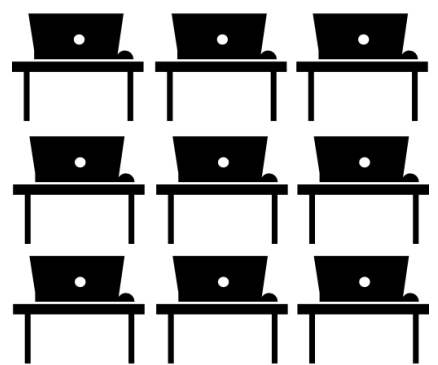
There are 2 computer rooms on the 1st floor: one with 20 computers and another with 15.

Computers are used for teaching and researching purposes.

COMPUTER ACCES

Your username is your name followed by a point and your surname:
name.surname

In others, both surnames will be required: **name.1rsurname.2nsurname**



E-MAIL

As UPC students, you will be assigned a Gmail email address in the following format: `username@estudiantat.upc.edu`

Center secretariat and teaching staff will always use the above address to contact you !!!

INTEREST WEBSITES

- Web FOOT: <https://foot.upc.edu>
- Intranet FOOT: <https://intranet.foot.upc.edu>
- e-Secretaria UPC: <https://esecretaria.upc.edu>
- UPC Terrassa services: <https://utgct.upc.edu/>
- UPC virtual campus (ATENEA): <https://atenea.upc.edu>



ATENEA



ATENEA Digital Campus is a restricted access web environment, where you will find spaces dedicated to each of your enrolled subjects.

This tool is intended to facilitate the information and documents exchange between teachers and students.

It represents a teaching support.

REPROGRAPHY

At FOOT, you have 2 multifunction devices (floor 1 and floor 3). These work as a self-service for printing, scanning and photocopying.

The Terrassa Campus also has a copy shop open to the entire university community in TR5.

HOW TO PRINT?

From FOOT PCs

Important: In order to print, the message "Printer Setup" has to be shown once you login.

Web Printing: Connect to <https://reprocanon.upc.edu/ig> website.

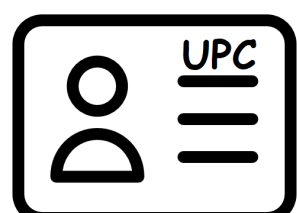
Pendrive: directly to multifunction devices (pdf files).

Mobile printing: Send them to repromobil.canon@upc.edu from your UPC student e-mail (pdf file).

IS THE SERVICE FREE?

The UPC Reprography Service is not free. In order to print or copy documents, students must have the balance charged. To recharge your balance online: <https://reprocanon.upc.edu/ig/budgetrecharge/index.php>

After recharging, balance will be available after 15 minutes.



SICT FOOT CUSTOMER SERVICE:

Schedule:

9:30 a.m. to 2 p.m., Monday through Friday
15 p.m. to 17:30 p.m. Wednesday afternoon,
except for summer.

Ask for help:

<https://esict.upc.edu>
sict.foot@upc.edu
+34 93 7398320 (FOOT) / 96666 (general)

Location:

C/ Violinista Vellsolà, 37
08222 Terrassa
UPC Terrassa Campus
Building TR8 - Office 2.51