

# 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 IT resources.

### WHERE CAN I ACCESS WITH MY ACCOUNT?

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

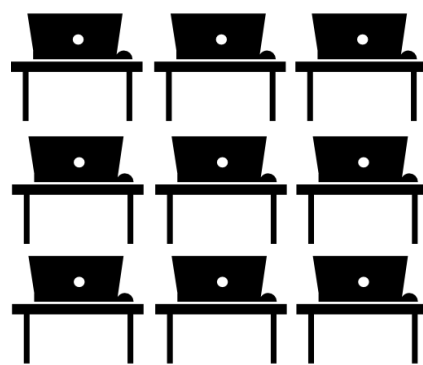
## COMPUTER CLASSROOMS

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

Use your UPC credential to access the FOOT computers: **username and password**



## 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 !!!

## WEBSITES OF INTEREST

- 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 self-service multifunction devices (1st floor and 3rd floor) that allow printing, copying and scanning.

You can also place your reprography orders online in different formats and finishes through the **Printing service portal**: <https://reprografia.upc.edu/>. Portal accessible from the Internet using the corporate VPN (UPClink) or directly from the UPC network.

### HOW TO PRINT?

**Web Printing:** manage the printing of jobs from the Print Service portal.

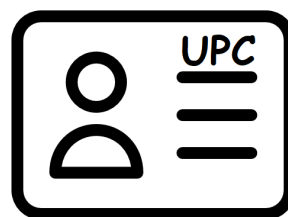
**Printing form the email:** send your jobs (pdf files) to [repromobil.semic@upc.edu](mailto:repromobil.semic@upc.edu) from your UPC student email.

**Pendrive:** directly to multifunction devices (pdf files).

### 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, access to the Print Service portal, in the "Resumen" option and select "Agregar saldo".



## SICT FOOT CUSTOMER SERVICE:

### Schedule:

9:30 to 14h Monday through Friday  
15 to 17h Tuesday, wednesday and thursday,  
except for summer.

### Ask for help:

<https://esict.upc.edu>  
[sict.foot@upc.edu](mailto: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