

COLLEGIATE CONNECTION

Join the Herd: Become a Mastodon!



PURDUE
UNIVERSITY

FORT WAYNE

Go PFW

- [GoPFW \(Link\)](#)
 - This account is your go to account for all things PFW
 - Paying your bill, academic supports, library etc.
 - Set Up
 - To set-up your GoPFW account start by going to the [Account Management Service \(Link\)](#)
 - You will need your 900# (found on your acceptance email)
 - If you cannot find it, call the Collegiate Connection Office and we can help
 - Instructions on the following slides
 - New Tiled Look
 - Each tile contains links to the various resources and tools that you need to access (paying your bill etc.)
 - Tiles with a padlock in the upper right hand corner are locked for your convenience by PFW
 - These tiles will be some of the most useful for you
 - Other tiles can be added, removed, and shifted as you deem necessary

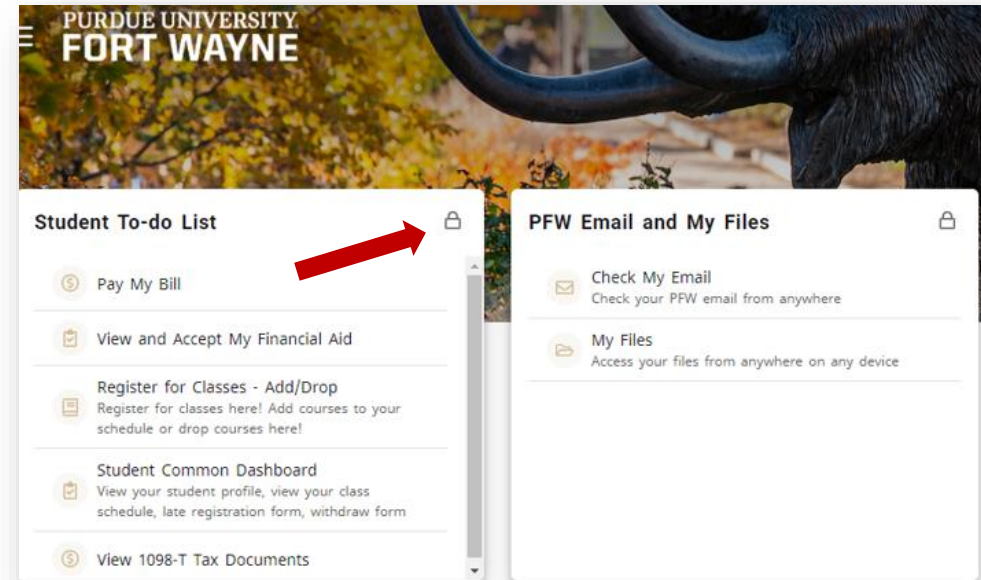
Here for your tech needs.

Purdue IT manages many aspects of technology across the Purdue Fort Wayne campus, including accounts, email, networking, computer hardware, software. We also offer support for all these services through Knowledge Base, our Help Desk, and in-person training.



PFW IT Services

- ❖ Phone: 260-481-6030
 - ❖ Email: helpdesk@pfw.edu
 - ❖ Ticket Service: [Submit a Ticket](#)
- ### Collegiate Connection
- ❖ Phone: 260-481-0748



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SETTING UP YOUR GOPFW

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Go PFW (Getting Set Up)

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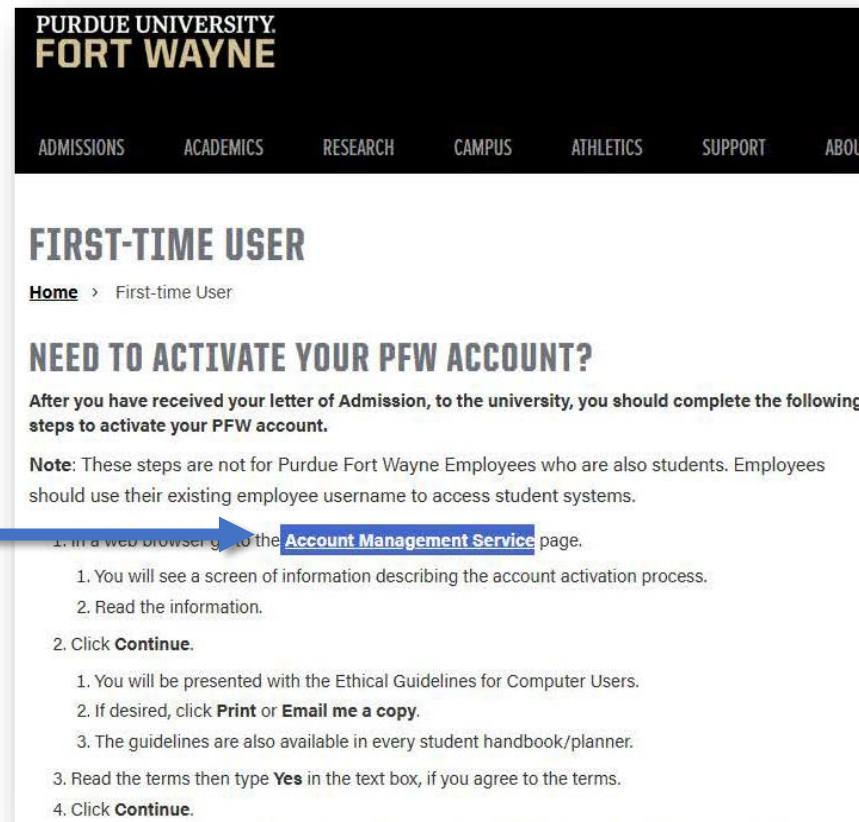
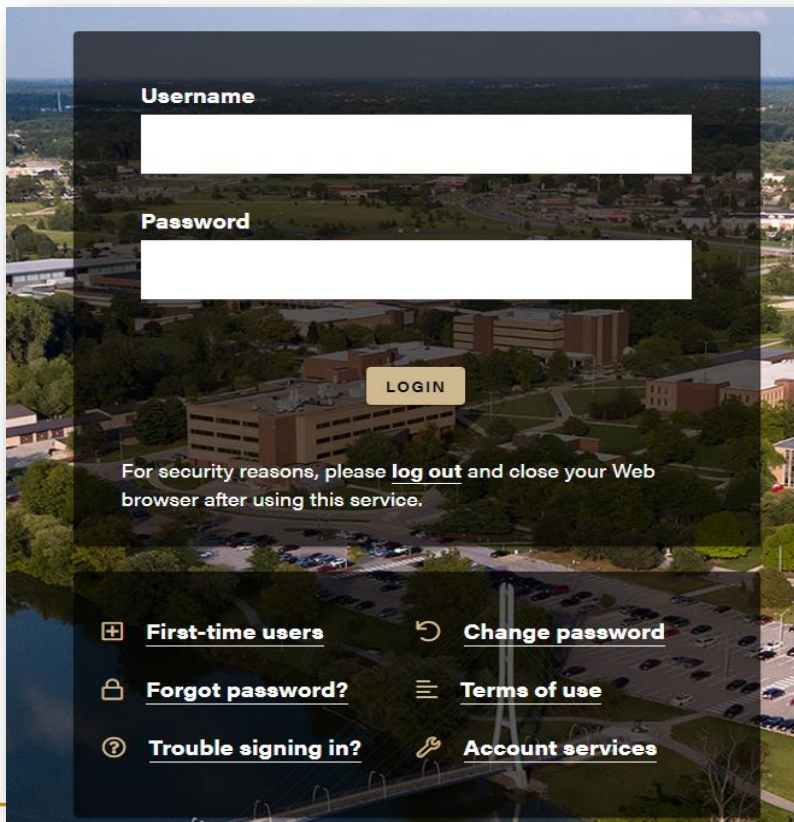
■ [GoPFW \(Link\)](#)

■ Steps to Activate

1. To set-up your GoPFW account start by going to the [Account Management Service \(Link\)](#) directly

or

2. Go to [go.pfw.edu \(Link\)](http://go.pfw.edu) click on First Time Users then Account Management Service



Account Activation

Account Activation

Activation of an account by anyone other than the account holder, including a student's parent, partner, or other relative, is a violation of the [Ethical Guidelines for Purdue Fort Wayne Information Technology \(IT\) Users](#) and [FERPA](#), a Federal law that protects the privacy of student education records, and other university policies.

Activate your account to get access to:

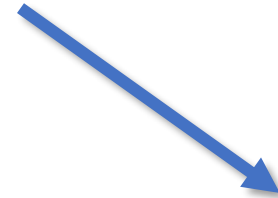
- goPFW
- E-mail, the official means of correspondence at Purdue Fort Wayne
- Campus wireless
- Campus printing
- Online course work
- Campus computers
- Online file storage

To activate your account you must:

- Know your birth date
- Know your 9-digit Purdue Fort Wayne ID number OR the last 4 digits of your Social Security Number

This process may take 10-15 minutes to complete.

!! Click Continue !!



CONTINUE

CANCEL

Go PFW (Getting Set Up)

- [GoPFW \(Link\)](#)

- Steps to Activate (*Continued...*)

2. Read through the Ethical Guidelines and type “Yes”, then click Continue (*seen on next 2 slides*)
3. Next slide enter your last name, birth date, and your 900 Number, then click continue (*seen on next 2 slides*)
4. The following slide will have your username, **SAVE YOUR USERNAME** and email address someplace safe (*not shown on slides*)

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Account Activation

Ethical Guidelines for Purdue Fort Wayne Information Technology (IT) Users

Ethical Guidelines for Purdue Fort Wayne Information Technology (IT) Users

University IT resources are designed to be used in connection with legitimate, university-related purposes. The use of university IT resources to disseminate obscene, pornographic, or libelous materials, to threaten or harass others, or otherwise to engage in activities forbidden by the Code or university policy is subject to disciplinary action.

Intellectual Property Rights and Responsibilities

Central to an understanding of the rights and responsibilities of IT users is the notion of intellectual property. In brief, this concept holds that materials stored in electronic form are the property of one or more rightful owners. Like any other property, electronically stored information, whether data or programs, can be stolen, altered or destroyed, misappropriated, or plagiarized. Such inappropriate activities violate the Code and university policy and are subject to disciplinary action.

Access Rights and Responsibilities

The use of lab, office, e-mail, web and other IT resources, including wired and wireless networks, should be focused on facilitating university-related purposes; other uses—for example, using IT resources to conduct a commercial enterprise or private business—constitute theft from the university subject to disciplinary action. Similarly, the introduction of information which interferes with the access or information of others—for example, the introduction of programs of a type commonly called "viruses" or of nonacademic, network-game simulations—is subject to disciplinary action. E-mail should not be used for junk mailings.

PRINT EMAIL ME A COPY

!! Type Yes !!

!! Click Continue !!

Type "Yes" if you agree to the terms above:

CONTINUE CANCEL

Account Activation

Verify Your Identity

To activate your account you must first prove your identity. Please enter your last name, birth date, and your 9-digit Purdue Fort Wayne ID number. If you are a student and do not have your Purdue Fort Wayne ID number you may also be able to use the last 4 digits of your Social Security number.

NOTE: For security purposes, you will only see dots when you type your text. Please type carefully to avoid errors.

Last Name:



!! Your Last Name !!

Birth Date: / /



!! Your Birthdate !!

Full 9 digit Purdue Fort Wayne ID number (900 Number):



!! Your 900 Number !!

OR

Last 4 digits of Social Security Number (Applicable Students Only):



!! No !!

- By clicking continue, you are certifying that you are the person whose information appears above.
- If you are not the person above and click the continue button, you will be in violation of university policy and federal law. ([Why?](#))

!! Click Continue !!



CONTINUE **CANCEL**

Go PFW (Getting Set Up)

- [GoPFW \(Link\)](#)
 - Steps to Activate (Continued...)
 - Potential Errors & Solutions
 - If these don't correct the issues, for additional assistance, please contact PFW IT Services or the Collegiate Connection Office

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PURDUE UNIVERSITY FORT WAYNE **Account Activation**

Account Activation - Error

An error occurred while activating your account. Please try again later.

If this issue continues to occur, please contact the IT Services [Help Desk](#).

If you need help, contact the IT Services [Help Desk](#).

Please try again - may need to reload/refresh website

PURDUE UNIVERSITY FORT WAYNE **Account Activation**

Verify Your Identity

To activate your account you must first prove your identity. Please enter your last name, birth date, and your 9-digit Purdue Fort Wayne ID number. You will be able to use the last 4 digits of your Social Security number.

NOTE: For security purposes, you will only see dots when you type your text. Please type carefully to avoid errors.

Please try again. If you need help, contact the IT Services Help Desk.

Last Name:

Birth Date: / /

If you see this error - the information that has been entered is incorrect or inaccurate

Verify that you have properly entered your birthday by using the following correct birthday format example: **04/07/2008**

Information

Your account is either already active or ineligible to be activated at this time.

If you have **6030**, **Your account has already been activated!** -Login at: **go.PFW.edu** Password reset required if unable to login with PFW username/password that you have previously set during activation contact the Help Desk at (260) 481-6030.

EXIT AND CLOSE WINDOW

Go PFW (Getting Set Up)

- [GoPFW \(Link\)](#)
 - Steps to Activate (*Continued...*)
 5. Enter a password following the required guidelines, **SAVE YOUR PASSWORD**
 - Click Submit Password and Activate Account
 - You will get a confirmation saying that the account is now active
 6. Security Questions/ Answers
 - These will be used if you ever forget your password and need them reset
 - Make sure you scroll down all the way to answer all of the questions
 7. You can now officially use your GoPFW account
 - Try logging into your GoPFW account using your saved username and password
 - If you have **ANY** issues or if you are missing your **Bursar, Student To-Do List, Account Information, or Academic Support Cards** contact PFW IT Services, you will need your 900#

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PAYING YOUR BILL

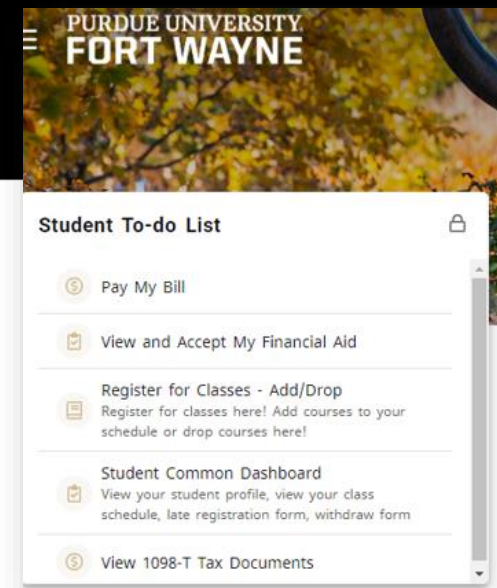
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Paying Your Bill

■ Paying Your Bill

- You can pay your bill online, by mail, or in person on our campus
- Online
 - Log into your [GoPFW \(Link\)](#)
 - Find your **Student To-Do List** tile (probably at the very top right)
 - Click on the Pay My Bill link and then follow the online instructions
 - Using the **Bursar Student Account Information** tile you can add an authorized user (parent or guardian) to view and pay your account
 - **If you are missing your Bursar, Student To-Do List, Account Information, or Academic Support Cards, contact PFW IT ASAP**
- In-Person / Mail
 - If you decide to come onto campus to pay your bill
- Questions
 - Please feel free to reach out to the Bursar Office
 - Important Note due FERPA rights, **only students can request information** regarding their bills



PFW Bursar

- ❖ Email: bursar@pfw.edu
- ❖ Phone: 260-481-6824
- ❖ Address: PFW 2101 East Coliseum Blvd. Fort Wayne, IN. 46805
- ❖ Ground Floor of Kettler Hall (G57)