My Identity (UG or PGT student)

"What is my digital identity at the University of Aberdeen?"

At University you will have different credentials assigned to you for accessing various systems, tools and facilities. These include things like your email account, the Student Hub, The Library, MyAberdeen and Online Registration. This quick guide should provide you with a better understanding of your digital identity at The University of Aberdeen.

Your Name

Example – Jo Bloggs

Your full name may be requested on certain systems or pieces of work during your time at University, this should be your full legal name – for example, Jo Bloggs.

Your Computer Username

When you register as a student at the University of Aberdeen, you are allocated a computer username.

Example – u99jb22

Your computer username allows you to access IT services on the University of Aberdeen network.

The first letter of your username indicates your student status – for example:

- **U**ndergraduate username **u**99jb22
- **T**aught Postgraduate username **t**99jb22

Use your computer username and password to access:

- IT Classroom facilities – Windows 10 PCs running a wide range of applications including Microsoft Office 365.
- Personal file space on the University network – you'll hear this referred to as the H: drive or home directory. Use it for storing all of your course documents and files.
- Virtual Learning Environment – MyAberdeen; MyMBChB or MyBDS (depending on your course)
- Box of Broadcasts – BoB
- Student Hub
- Your University email account – by adding **@abdn.ac.uk**
- Wireless network eduroam – by adding **@abdn.ac.uk**

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Your Email Account

Your **email address** is in the following format:

Example – j.bloggs9.22@abdn.ac.uk

However, **to login** to your email account, you must user your *computer username*@abdn.ac.uk

Example – u99jb22@abdn.ac.uk

Your email account allows you to access mail at https://outlook.com/owa/abdn.ac.uk.

- 50GB mail storage
- Compatible with mobile devices – see configuration guides
- Calendar facility and all course correspondence

Your Student ID Number

Example – 51012345

For returning students your **8 digit ID number** will be on your student ID card.

For new students this is the **8 digit number** on the front of the Certificate of Acceptance for Studies letter you received from the Admissions Office.

Use your ID number for:

- Online Registration
- Swipe card access into buildings and printers on campus, by using your ID card
- Some services at the University such as Assistive Technology or the Library
- Essays or exams may require your student ID number

Further Help and Support

The IT Service Desk is your first point of contact for IT support at the University.

- Email us servicedesk@abdn.ac.uk
- Use the online self service facility by logging into MyIT
  From here you can log a new call with us, update your call with new information, and check the progress of any open calls you have logged.
- Alternatively, you can visit us:
  - in the Sir Duncan Rice Library in Old Aberdeen
  - in Polwarth Building Room 1:122 on the Foresterhill campus