

## What Now?

Perhaps you would like to **register for classes**. If so, click on TitanConnect Self-Service.

Perhaps you would like to **verify or change your home address**. If so, click the TitanConnect Self-Service Channel link, go to Personal Information, go to Update Addresses and Phone.

Perhaps you would like to **customize your portal** by adding more channels of interest or additional tabs. If so, click on the Content Layout link at the top left of the screen.

Perhaps you would like to access your e-mail or calendar. For students, this feature will be available in July 09. At that time you may click on the e-mail or calendar icon at the top right.

Perhaps you would like to **access UDM's Knowledge/Blackboard site**. If so, click on the Mission tab and click on the Blackboard channel link.

Perhaps you would like to **learn more** about UDM's portal. If so, click on the Tutorial tab and the links to the various topics.

Perhaps you would like to **join a special interest group or host one of your own?** If so, click on the Groups icon and explore UDM's world of groups.

## The Value of UDM's Portal

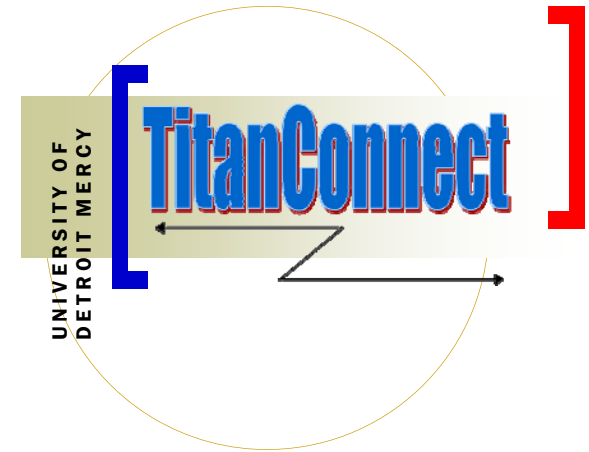
TitanConnect is the platform upon which all UDM online services will be made available. For the convenience of the user community, this one-stop single sign-on location delivers to the University community connectivity to all of UDM.

## Future Enhancements - Delivering the Potential

- transition of student e-mail into the portal
- student calendaring
- integration to Blackboard
- integration to Sakai
- integration to Library systems
- integration to all other UDM systems

## Questions? Suggestions?

Feel free to contact UDM's ITS Helpdesk at <http://helpdesk.udmercy.edu> or by phone at 313.993.1500.



**INTRODUCTION  
AND  
LOGIN DETAILS**

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**T C . U D M E R C Y . E D U**

# TC.UDMERCY.EDU...

UDM's TitanConnect portal is the secure personalized site where all students, faculty and administration may access all available online services through one computer account. The portal is available 24 hours a day—everyday.

TitanConnect includes e-mail (available to students in July 09), calendaring, registration, online payment, address change, transcript order, grade review and many, many more features. Besides UDM related content, TitanConnect has news, sports, academic and other interesting channels of information you may subscribe to.

To access your personalized portal page you will enter your user code and password on the portal front page. During your initial log in, you will be asked to change your password and establish two security questions with answers. The security questions will allow you to reset your password in the event you experience log in problems without having to contact the Helpdesk.

## STEP-BY-STEP GUIDE

On the <http://www.udmercy.edu> site select TitanConnect from the Quicklinks section or go directly to <http://tc.udmercy.edu>. You will see a similar screen to the one below.



Enter your **user code** and **password** in the box on the top right and click **login**. Your user code is the first part of your e-mail address (i.e. `doej@udmercy.edu` user code is `doej`). Your initial password is 77 plus the last 4 digits of your Social Security Number. (i.e. If your SSN was 123-45-6789 your initial password would be 776789.)

**Sign in to TitanConnect**

Username :

Password :

[Help](#) or [Forgot Password?](#)

Contact the Helpdesk if you have a problem logging in.

Since this is your first time logging in, the system will immediately report your password has expired and you will need to change it to something new. For security reasons, password changes are required every 90 days.

**Password Expired**

Please provide a new password.

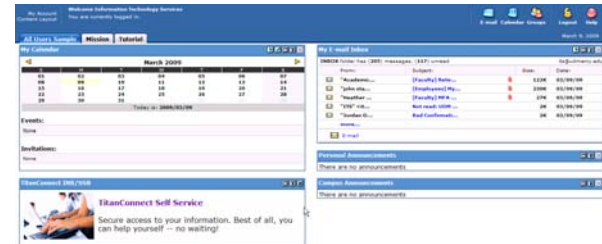
New password:

Confirm New password:

**Password Rules**

- Length must be 6 or greater
- Length must be 20 or less
- Must contain at least one letter
- Must contain at least one digit

Enter a new password according to the password rules as stated on the right of the screen. Re-enter your new password in the confirmation box and click **Save Changes**.



The computer will display your initial portal page similar to the one above.

On this page you can view your calendar (available to students in July 09 and will include your registered class sessions and exams), your e-mail (available to students in July 09), tabs to portal pages focusing on UDM's mission efforts and a link to TitanConnect Self-Service where the majority of your administrative academic and administrative business may be conducted online.