

Get Started New Student

1

COMPUTER ACCOUNT

- You can collect your computer account after week 32 in the autumn semester and after week 2 in the spring semester, at ***webkonto.student.hig.se***
- Your account is valid as a log-in for services such as the Student Portal, Blackboard, Student mail and the campus computers up to 30 days
- By default, the longevity of your account is appropriately updated when you register for a course
- Problems with your account? Please contact IT Support 026-64 88 80 or write to ***itsupport@hig.se***

2

THE STUDENT PORTAL

- Please register for your course through the Student Portal at ***studentportal.hig.se***
- You can register for your course one week prior to course start or at the first day instance of your course
- Please note! Without a course registration you are not accounted as an active student. Services such as the University web-services are not available for inactive students.

3

BLACKBOARD

- The Blackboard platform is a web-based learning management system where you can find course material. Log in via the Student Portal, find your course and enrol
- Problems when enrolling for your course? Please contact Learning Center 026-64 87 00 or write to ***learningcenter@hig.se***



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ENTRANCE CARD

- In order to retrieve your entrance card, please present a valid form of identification at the Student Centre reception desk
- The entrance card serves as an entry card, library card and copy card. In order for your entrance card to serve as a library card you must first activate it by visiting the library

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COPYING AND PRINTING

- There are several public printers in various locations throughout the university campus. You can use your entrance card to access and manage the campus printing-services
- Each semester you will be provided with free printouts for 100 SEK
- When needed, you can add funds to your printout-account online through **PayEx**
- Problems with the printing-services?
Please contact IT Support 026-64 88 80 or write to ***itsupport@hig.se***

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THE LIBRARY

- In order to borrow books at the library you need to register yourself at the library
- Fill out the new student's form on the library's website. Present a valid form of identification at the library desk and finally read and sign the terms of use
- When the aforementioned terms are met, your entrance card will be registered as a library card

LEARN MORE ABOUT HIG:S WEB-SERVICES
www.hig.se → *Current students* → *Web services*

