

Useful information

Access to computer rooms outside teaching hours
(access subject to availability) : please contact the
students office affairs.

Directory students affairs office Montbéliard:

Scolarité LEA – Tél. 03 81 99 46 31 / scolaritelea.stgi@univ-fcomte.fr

Scolarité SVE – Tél. 03 81 99 46 60 / scolaritesve.stgi@univ-fcomte.fr

Scolarité Multimédia – Tél. 03 81 99 46 30 / scolaritem2i.stgi@univ-fcomte.fr

Directory students affairs office Belfort:

ADMINISTRATION ÉCONOMIQUE ET SOCIALE – DROIT, MANAGEMENT

Licence Droit – Tél. 03 84 22 90 03 / scolaritedroit.stgi@univ-fcomte.fr

Licence AES – Tél. 03 84 22 90 18 / scolariteaes.stgi@univ-fcomte.fr

Master GRH – Tél. 03 84 22 90 10 / scolaritegrh.stgi@univ-fcomte.fr

Master Droit – Tél. 03 84 22 90 10 / scolaritemasterdroit.stgi@univ-fcomte.fr

PPPE – Tél. 03 84 22 90 14 / scolaritepppe.stgi@univ-fcomte.fr

SCIENCES ET ÉNERGIES

Licence IEE / TE – Tél. 03 84 22 27 22

scolaritelicencesciences.stgi@univ-fcomte.fr

CMI H3E – cmi-h3e@univ-fcomte.fr

Master SPI – ITE /EE – Tél. 03 84 22 90 09

scolaritemasterenergie.stgi@univ-fcomte.fr



pole-informatique.stgi@univ-fcomte.fr

UFR STGI : informations and updates

<https://stgi.univ-fcomte.fr>

1. How to activate my university account

<http://ent.univ-fcomte.fr>

Be aware that your account will be activated after 24 hours.



> Activate your account

[Gérer votre compte](#) | [Résoudre un problème](#)

Votre compte sésame vous permet d'accéder aux services de l'université (mail, moodle, emplois du temps, ENT...).

> your sesame account provides access to university facilities (mail, moodle, time-tables, ENT...)

Essential for:

- Connect to computer work stations
- Receive your university mails

- Exchange with teachers
- Consult your time-table
- Access your digital courses
- etc.

2. How to find my time-table/schedule?

1 On digital screens in your department halls.

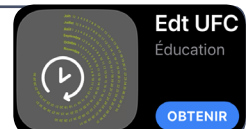


2 Direct access from your browser (without login):
<http://ade.univ-fcomte.fr/directPlanning.html>

Or on your smartphone:
<http://ade.univ-fcomte.fr/made/index.html>

3 **From the ENT**
tab: **Pédagogie** -> **Logiciel ADE**

4 **Application on your mobile phone**
PlayStore & AppStore : **EDT UFC**





3. How to access my ENT (= online workspace), and shared documents?

By logging on to:
<http://ent.univ-fcomte.fr>

Access my **mails** : symbol  (top right corner of ENT)
Or direct access: <https://mail.univ-fcomte.fr/>

Access the online training platform, talk to professors.
Tab: **Pédagogie** -> **Moodle**
Or direct access: <http://moodle.univ-fcomte.fr/>

Access to shared documents of the University
Tab: **Documents** -> **Espaces partagés**

4. How to connect to the university wifi network?

Online documentation:
<https://wifi.univ-fcomte.fr>

Configuration EDUROAM :
<https://cat.eduroam.org/>



Eduroam: inter-university network
ufc-edu-portail: student network

*Pay attention to your browser configuration
(thanks to consult online documentation)*

Setting up and connecting the **VPN**:
https://vpn.univ-fcomte.fr/?page_id=254

5. Who to contact in case of computer issue?

Online:



Submit a SOS ticket on the ENT:

<http://ent.univ-fcomte.fr>

Tab: Assistance -> Tickets SOS

At office opening hours:

site de Montbéliard :

Permanence
MONTBÉLIARD

IT office
C Building, 1st floor

sites de Belfort :

Permanence
**Sciences &
Énergies**

IT office
1st floor

Permanence
**AES Droit -
Management**

IT office
1st floor



pole-informatique.stgi@univ-fcomte.fr

In case of **loss of my password** or if **my computer take time to start/ log**: make an appointment as soon as possible with **students office** or **IT department**.

6. Acces to services and software

- Activate Microsoft 365:

<https://www.microsoft.com/fr-fr/education/products/office>

- Support using Teams:

<https://mediacenter.univ-fcomte.fr/videos/aide-a-lutilisation-basique-de-microsoft-teams/>

- Obtaining a **Microsoft Office education Licence**:

<https://ent.univ-fcomte.fr/esup-news/feeds/pub/item?c=1&itemID=1742>

- **MATLAB education licence**: contact the IT department in order to obtain MATLAB education licence on your personal computer.

