|  |  |
| --- | --- |
| Students: Logging in to the computers and Moodle |  |

*You need to be enrolled before you can access the computers and Moodle!*

### Username

Your **Username** is always your **student number**

Password
**Are you a new student who has never been to Whitireia before?**

Your **password** is your date of birth in the form of: daydaymonthmonth and the last two numbers of the year you were born (ddmmyy) followed by a hyphen and your student number. *Note there are no spaces!*

For example, for a birthday on 6 July 1991 it would be 060791hyphenstudentnumber, so the password looks like this:

**060791-22334455**

**Are you a student who has studied at Whitireia before?**

Your password needs to be **changed**. You can do this in several ways:

If the email address you gave the Whitireia enrolment centre (IEC) is up to date, you can change your password online through the Whitireia website> Quicklinks and logins> Password Reset Request tool: <http://whitireia.ac.nz/pages/resetpassword.aspx>

*Note: you will receive an email at the email address the Whitireia IEC has for you.*

Otherwise, with your student number at hand:

* go to the Computer Services Helpdesk (Room D307)and ask them to change your password, **OR**
* go to the Online Learning Centre (Room A208)and ask them to change your password, **OR**
* phone 0800944847 and ask for the Helpdesk or Online Learning Centre and ask them to change your password

*For further help, contact* *online@whitireia.ac.nz*