New student tech and account setup checklist

Set up your school accounts, Wi-Fi, backups and security in the first week, and keep a record of where everything is.

NAME _____ DATE _____

FIRST WEEK

- [ ] Activated school email and student account
- [ ] Set up multi-factor authentication on school, bank and email accounts
- [ ] Connected to campus Wi-Fi
- [ ] Logged in to the learning platform and found each course
- [ ] Installed the software my program needs (check the school's free licences)
- [ ] Set up automatic backups of my files
- [ ] Wrote down the IT help desk contact
- [ ] Turned on device find and lock features

Account or device	Username (never the password)	Recovery method set? ☐	Notes

Never write passwords on this sheet. Use a password manager.

SOURCES (CHECKED 2026-11-26)

Get Cyber Safe (Government of Canada) describes multi-factor authentication as an extra layer of security that can keep your account information safe. https://www.getcybersafe.gc.ca/en/secure-your-accounts/multi-factor-authentication (checked 2026-11-26)