

## First access to the Information Systems

Your login ID for accessing all LSU Information Systems shall consist of <u>3 first letters of your name and 3 first letters of your surname</u>\*. For example, if you are Jonas Kazlauskas, your login ID is jonkaz. Before using LSU information Systems you need to change the initial login password. Your initial password consists of 3 first letters of your name, 3 first letters of your surname and the digits "1234", for example, jonkaz1234. The new password must consist of upper, lower case letters, symbols and numbers (at least 8 characters). This can be done in two ways.

- When connecting to a computer with the initial password at the University, the system will ask you to change it.
- After you enter the initial login password on the website www.lsu.lt → EN → My LSU → LSU Information System (is.lsu.lt/en), the programme will ask you to enter a new password.

You shall change the password **once** and the newly created password shall grant you the access to the computers at the University, e-learning system, electronic mail, Wi-Fi, LSU IS, library system and LSU mobile application.



#### Connecting to a computer

Your login ID for connection to any computer at the University shall consist of <u>3 first letters of your name</u> and <u>3 first letters of your surname</u>\*. For example, jonkaz. Your password shall be the one you entered when changing the initial password.

If you have not changed the initial password yet, the system will ask you to do that.

If you want to connect to a computer, which is not in the library or computer classroom, write "studentas\" before your login ID (3 first letters of your name and 3 first letters of your surname), for example, studentas\jonkaz.



#### Wi-F

If you want to connect to Wi-Fi at the University, join the network LSU\_students. Your login ID shall consist of 3 first letters of your name and 3 first letters of your surname \*. For example, jonkaz; your password shall be the one you entered when changing the initial password. If you have not changed the initial password yet, you will not be able to connect.



#### E-mail

We recommend you use only LSU e-mail, because all the studies-related materials will be sent to LSU e-mail. Email Can be accessed via address

https://pastas.lsu.lt or via LSU website.
www.lsu.lt → EN → My LSU → E-mail for students

Your login ID shall consist of <u>3 first letters of your name and 3 first letters of your surname</u>\*. For example, **jonkaz** with the added <@stud.lsu.lt>. For example, **jonkaz@stud.lsu.lt**; your password shall be the one you entered when changing the initial password.

If you have not changed the initial password yet, you will not be able to connect.

Your e-mail address: name.surname@stud.lsu.lt



#### E-learning environment

E-learning environment shall be accessed via the website www.lsu.lt  $\rightarrow$  EN  $\rightarrow$  My LSU  $\rightarrow$  E-learning (http://elearning.lsu.lt). Your login ID shall consist of <u>3</u> first letters of your name and <u>3</u> first letters of your surname \*. For example, jonkaz; your password shall be the one you entered when changing the initial password.

If you have not changed the initial password yet, you will not be able to connect.

### Google Play

#### Mobile application

Download LSU mobile application (LSUMA) designed for Android devices on **Google Play**.

Your login ID shall consist of <u>3 first letters of your</u>

name and 3 first letters of your surname\*. For example, jonkaz; your password shall be the one you entered when changing the initial password.

If you have not changed the initial password yet, you will not be able to connect.



**Login ID** - 3 first letters of your name and 3 first letters of your surname with the added <@stud.lsu.lt>

**Password** – shall be the one you entered when changing the initial password.

MS Teams is available from (download the app or use the web app): https://teams.microsoft.com/



LSU IS - Information System

LSU IS shall be accessed via address

https://is.lsu.lt/en or via the website

www.lsu.lt → EN → My LSU → LSU Information

System.

Your login ID shall consist of <u>3 first letters of</u> your name and <u>3 first letters of your surname</u>\*. For example, jonkaz; your password shall be the one you entered when changing the initial password.

If you have not changed the initial password yet, the system will ask you to do that.



What if I forget my login ID?

Click "Unable to login" on www.lsu.lt → EN →
My LSU → LSU Information System
or https://is.lsu.lt/en

• What if I forget my password?

Click "Unable to login" on www.lsu.lt → EN → My LSU → LSU Information System or https://is.lsu.lt/en and change your password.

• Instructions online.

More instructions on **LSU Information Systems** are available at <a href="https://www.lsu.lt/en/studies/login-instructions/">https://www.lsu.lt/en/studies/login-instructions/</a>



#### **Contact information**

If you have any questions, contact Centre of Information Technologies.

**Central Building, Room 222** 

Tel.: +370 690 09880

E-mail: its@lsu.lt



# LSU Information System User Guide

Kaunas, 2022