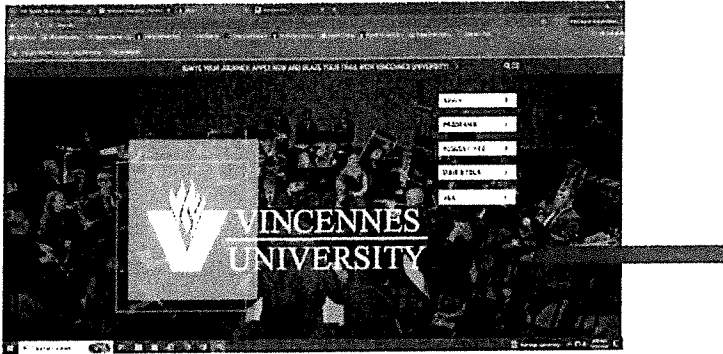
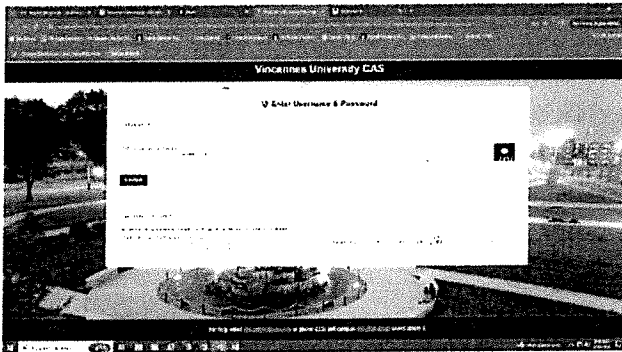


Introduction to VUX

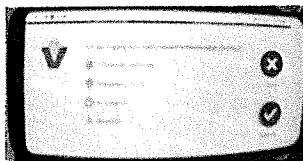
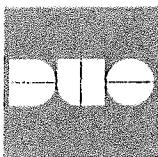
1. Where to find VUX. On the VU website, vinu.edu, homepage you will see a list of box at the top of the page. VUX is the bottom box in red. Click on the VUX box.



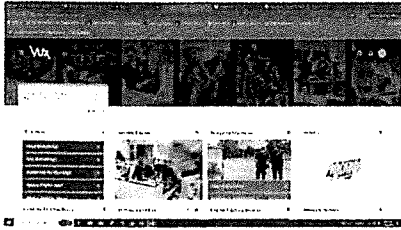
2. You will be automatically redirected to the sign in page. You will be send a login and temporary password.



3. Once you click login you will be directed to the Duo Push. This is a 2 step authentication process for logging in. You will need to download the Duo App to your phone. After clicking login in you will receive a notification the device of your choosing to authenticate your login. Type the green checkmark to complete your login. After your initial login you will be redirected to change your password.



4. You will then be redirected to your VUX homepage. You can pin all the cards you find most useful to you as a student from the Discover page. You can find the discover page on the top left of the screen by clicking on the 3 lines then on Discover.



5. Examples of useful student cards:
 - a. Blackboard Card, Calendars Card, Catalog Card, Circle In Card (free service to students), Dean of Students Card, DegreeWorks Card, Diverse Abilities & Accommodations Card, Emergency Information Card, Final Exam Schedule Card, Financial Aid Card, Get Office 365 Card (free service to students), Helpful Student Information Card, Housing and Residential Life Card, IT Services Card, Labs & Tutoring Card (free services to students), Need an .edu email Card (this helps you get free things), Rave Alerts Card, Registrar's Office Card, Room Assignment Card, Schedule Tutoring Card, Shake Library Card, Student Account Card (this is where you find billing info, fast pass info, etc.), Student Activities Card, Student Success Center Card, Student Self Service Card (find your grades here!), University Primary Care Center Card, and Vincennes Campus Counseling Center Card. Among others!
6. To pin a card to your VUX home page click on the flag in the upper right corner of the card. Once it is fully colored in it will appear on your homepage.



7. Once you've pinned cards to your VUX homepage you can rearrange them in any order the suits you best! Now feel free to explore your new VUX homepage!