



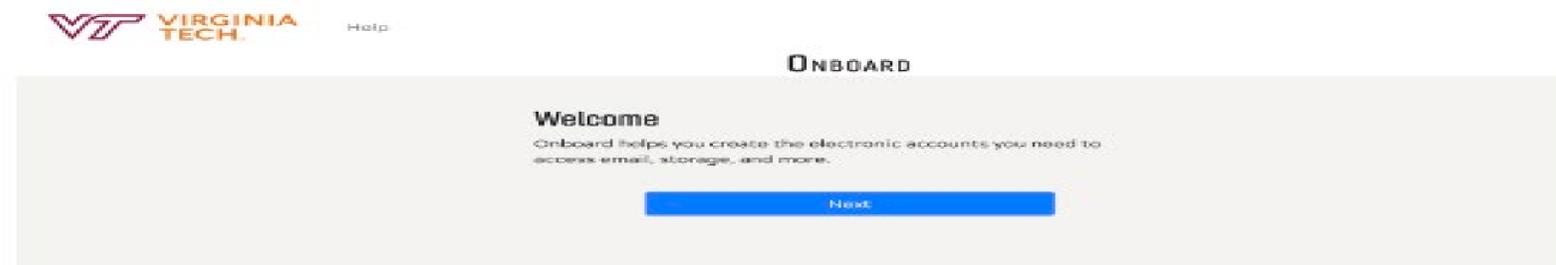
GRADUATE SCHOOL  
VIRGINIA TECH™



THE GRADUATE SCHOOL  
**Information Technology – 4HELP Desk**

# Creating your PID (username) and Passwords (passphrases)

- Go to [onboard.it.vt.edu](https://onboard.it.vt.edu)
- Make sure you have your ID number ready (you'll find it on your acceptance letter)



**NOTE:** Your PID or username will be the first part of your VT email. **It cannot be changed.** Please choose wisely and make sure you are willing to use the username you choose for the rest of your time at VT as a student and an alum.

# 2-Factor Authentication

- A requirement for all Virginia Tech Accounts
- Used to enhance security of your account
- Uses Duo app for Apple and Android

For more information and an instructional video: <https://www.tech.it.vt.edu/2factor/>



# OneCampus

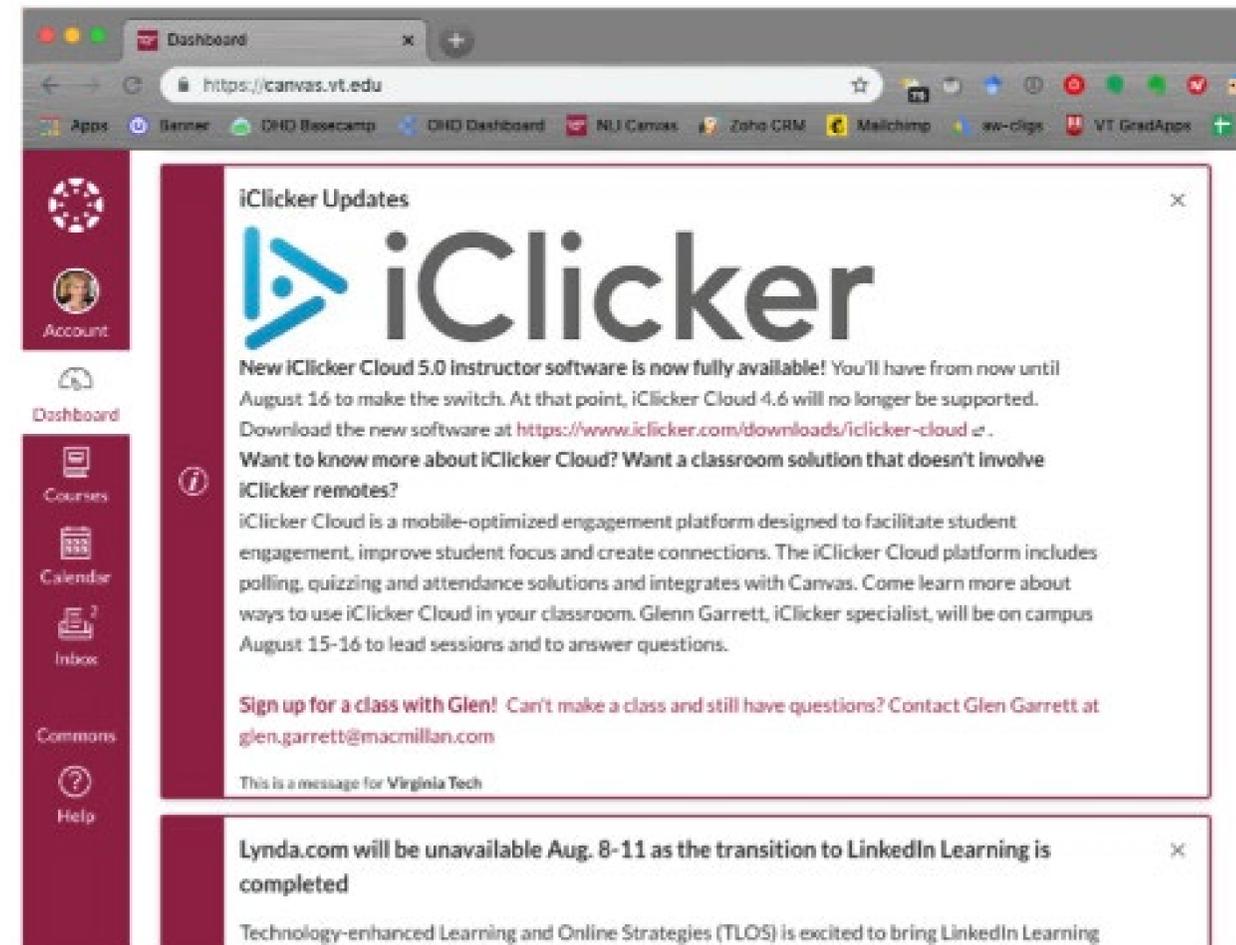
- One-stop shop for IT and university services
- Login using your PID (username) and password
- Different categories to choose from at the top or use the search function

[onecampus.vt.edu](http://onecampus.vt.edu)

The screenshot displays the OneCampus website interface. At the top, there is a navigation bar with the Virginia Tech logo, the text "OneCampus", a search bar with the placeholder "What would you like to do?", and a user profile for "Jennifer". Below the navigation bar, the main content area is titled "Academics: Tasks" and features a grid of service tiles. Each tile includes an icon, a title, a brief description, a star rating, and a heart icon. The tiles are: "Timetable of Classes", "Course Registration and Class Schedule", "Canvas Learning Management System", "Summer Academy", "Unofficial Transcripts", "Request for Letter of Degree Completion", "Application for Degree", "Official Transcripts", "2Factor Authentication", "Midterm Grades", "Person Search", and "Transfer Credit". A "See More" button is located at the bottom of the grid.

# Canvas Learning Management System (LMS)

- You'll access your online courses here
- You'll find an orientation PPS specifically about Canvas on this site as well
- For more information:
  - Call 540.231.4357
  - [vt4help.service-now.com](https://vt4help.service-now.com)



# Available Technology Resources

Available using your PID and password

- Google Suite — storage, email, calendar, contacts, etc.
- Office 365 — Word, Excel, OneNote, PowerPoint, Teams
- Zoom — video conferencing, webinars, screen sharing



# HokieSPA

- Use your PID and password to login
- Used for course registration, transcripts, degree information, paying your bill, financial aid, etc.

[hokiespa.vt.edu](http://hokiespa.vt.edu)

Virginia Tech Information System

Search  Go

Welcome to the Virginia Tech Student, Faculty, Employee and Alumni Information Gateway

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Normal Hours of Operation are from 7:30 AM until 3:00 AM Daily. Please click "Login to HokieSPA," then enter your PID and password and click "login." Follow the prompts to enroll in 2-Factor second factor. By logging in with your PID and password you agree to abide by the terms and conditions of the Virginia Tech Policy: [Acceptable Use of Information Systems](#)

If you need to create a PID, please use the [PID Generation Tool](#)

Once logged in, you will see a menu corresponding to your role as a student, faculty, employee or alumnus.

When you are finished, please Exit and close your browser to protect your privacy.

**IMPORTANT INFORMATION**

PLEASE NOTE: Virginia Tech requires 2-Factor Authentication for all students, faculty, and staff. When you log into HokieSPA you will use your PID and password, AND authenticate using your 2nd Factor. [4help.vt.edu](mailto:4help.vt.edu), or by calling 540-231-4357.

[Login to HokieSpa >>>](#)

# 4HELP Desk

- Call 540.231.4357
- <https://vt4help.service-now.com>

