Welcome to Saint Paul University's Distance Education.

Saint Paul University and University of Ottawa share their resources to offer you useful online tools. SPU has Intranet (student portal) while UO has uOAccess (uoZone) and the LMS (Learning Management System). Each is responsible for creating your account, your username being your student number and a unique password issued by SPU or UO. **It is your responsibility** to make sure you have this information to successfully log on to the various sites.

SPU's Intranet

This is SPU's student portal were you will find your course schedule, marks, general information, as well as access to other portals, forms, virtual campus, etc.
If you do not have your **password** please call the Computer and Distance Education Services (CDES) at 613-236-1393 ext. 2234 or you may send an online request to: http://ustpaul.ca/en/help-request-form_769_17.htm

Once you have your password you can access the Intranet from the ustpaul.ca website and click on the "Intranet" link at the top of the page.

UOAccess (gmail) / Email

uoAccess (Gmail) is mainly for UO students but you will need to access it to create/manage your uottawa.ca email. All SPU students have a UO email (gmail) address. This email is used by the University to send you important information. If you have not yet received your password for uoAccess (gmail), you will need to call uottawa's Computing and Communications Services at 613-562-5800 ext. 6555 to obtain your password. Or you may send an online help request: http://it.uottawa.ca/service-desk-request

LMS – Learning Management System – BrightSpace

LMS-BrightSpce, also called Virtual Campus, is where you will find a list of the courses you have registered for and where you will be able to view course content.

If you have not yet received your **password** for uOAccess and the LMS, you will need to call uottawa's Computing and Communications Services at 613-562-5800 ext. 6555 to obtain or retrieve your password. or send them an online request: http://it.uottawa.ca/service-desk-request

For more information on how to access the LMS please see our web page Tools for students.

Adobe Connect

Once logged into the LMS-BrightSpace and you have selected your course, you will see a link on the left hand side of the menu named Adobe Connect Live and Recorded Sessions.

This is the platform you will use to join the class live online (a tutorial is attached to explain how to log on), or you may simply choose to go to the Recorded Sessions Folder and view the recordings. Recordings will be available to view within a 24 hour window following the scheduled class. Should you need assistance, please do not hesitate to contact me or CDES (Computer and Distance Education Services) at extension 2234.