

Mountaineer Information Xpress

A Note on MIX Availability

MIX System Maintenance is performed every Saturday midnight to Sunday noon. While the system may not be down during these times, it may react slower than normal. In the event that the system is not available during this time the stoplight for MIX will be turned to red.

MIX Account and Login Information

Your MIX email account is available to you via the Web at <http://www.mix.wvu.edu> or by using an IMAP compliant e-mail package such as Outlook XP. Outlook XP has been pre-configured on your laptop.

To begin using MIX you must first know your exact User Identification name as it appears in the MIX Directory.

For your convenience, Information Systems Operations has provided your assigned WVU E-mail account information as an insert in the Account Information section of the Resource Guide handbook.

Please note that all student MIX email accounts have a 20MB disk quota limit. Please make sure you manage your disk space wisely to avoid mail delivery problems.

If your account is inactive for 120 days, it will be disabled. You will need to call the OIT Help Desk at 293-4444 x 1 to have your account reenabled. Your account will be locked after 5 unsuccessful logins. Please call the OIT Help Desk to have it unlocked, or to have your password reset.

To Change Your MIX Password:

Your default MIX password is your DAY of birth + the last 4 digits of your Student ID. For example, if a student's day of birth is the 3rd of any month (for example, 01/03/1970 and Student ID is xxxxx1234, then your PIN (password) will be 031234.

To Change Your MIX Password

You can change your password online inside of MIX.

1. Log on to **MIX**.
2. Select the **STAR** tab.
3. Select **WVU STAR Information system-Click here to enter STAR link**.

MIX - Microsoft Internet Explorer

Mountaineer Information Xpress

My MIX My Courses STAR Campus Life Student Orgs e-mail calendar groups community

WVU STAR information system-Click here to enter STAR.

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STAR AVAILABILITY: WVU's STAR web system is available Monday 7:00 A.M. through Saturday 11 P.M., except for Tuesday and Thursday mornings from 1:30 A.M.-4:30 A.M.

STUDENTS: Use this link to register for classes online, pay online for tuition by check or credit card, check grades, find your housing and roommate, review account and Financial Aid information, change your PIN/password and more.....

FACULTY: Use this link to enter grades and access student information.

Opportunities

LOOKING FOR A GREAT SUMMER JOB?
Rock Forge Neighborhood House Inc. (located on Route 7 1/4 mile east of Sabiston) is hiring responsible staff for childcare and summer food service. Morning and afternoon shifts are available. Interested students should call or e-mail Executive Director Alexis Gainor, 292-3286 or alexis4533@yahoo.com.

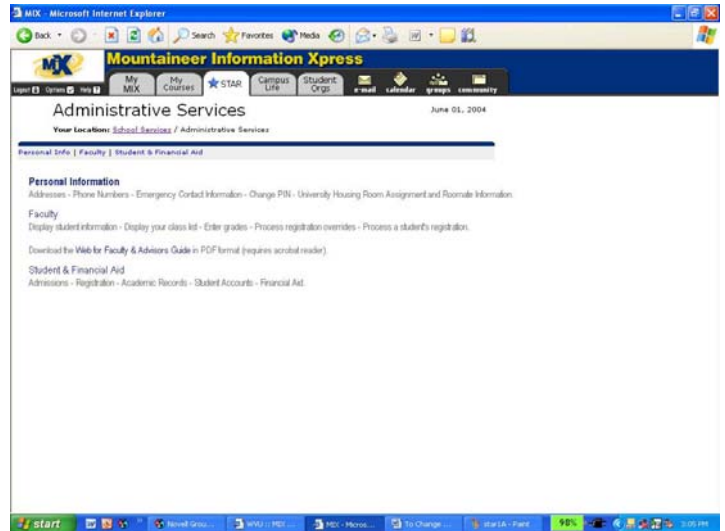
Ronald McDonald House Volunteers Needed
Mature, committed, willing to work individuals who are available for week-day evenings and weekends. For more info call 598-0050.

Scott's Run Settlement House
If you can give at least one hour a week to help a child succeed, please contact Susan Blosser at 599-5020 or here.

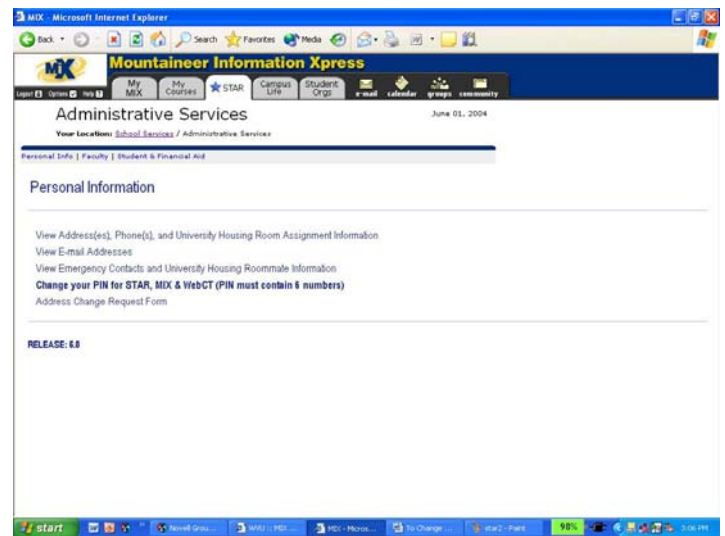
got questions ask the mix

E-mail your questions and comments to:

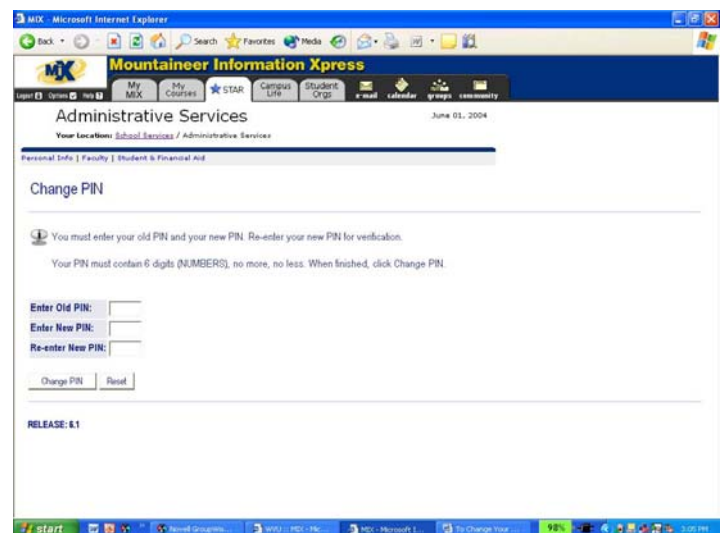
4. Select **Personal Information**



5. Select **Change your PIN for STAR, MIX & WebCT (PIN must contain 6 numbers.)**



6. First enter the old PIN, next enter the new PIN, and then re-enter the new PIN in the text boxes.
7. Then click **Change PIN**.



NOTE: STAR AVAILABILITY: WVU's STAR web system is available Monday 7:00 A.M. through Saturday 11 P.M., except for Tuesday and Thursday mornings from 1:30 A.M.-4:30 A.M.

What if I Forget my Password?

If you cannot remember what your current password is for MIX, you can have it changed by contacting the OIT Help Desk at 293-4444 x 1. Your password will be reset to the default password by the end of the next business day.

Accessing MIX E-mail Using a Web Browser

Accessing MIX email via the Web using any browser from any computer connected to the Internet:

<http://www.mix.wvu.edu>

NOTE: For information on MIX (faq, training, online handouts/tutorials, etc.) <http://www.wvu.edu/~mix>.

Accessing MIX E-mail Using Outlook XP

Your laptop has been pre-configured with Outlook XP as an alternative to web-based MIX e-mail. All system parameters within Outlook have been personalized with your name, UserID and SMTP settings. You will only need to supply your password when using Outlook XP.

The Health Science Center MIX E-mail Forwarding Policy

WVU Health Sciences Center faculty and staff will use the student's WVU MIX e-mail address for all e-mail communications. It is the student's responsibility to ensure receipt of these communications. Due to the issues that follow, WVU only guarantees e-mail delivery to your MIX address. The Health Sciences Center strongly recommends that student MIX e-mail accounts not be forwarded to non-WVU e-mail accounts such as Hotmail, Yahoo, etc. due to system limitations with these and other non-WVU e-mail accounts. System limitations in non-WVU e-mail accounts may cause e-mail to not be delivered. Also, forwarding of MIX e-mail to a non-WVU e-mail account may result in the loss of class related communications and can cause "mail looping" which can create problems for your MIX e-mail account and subject your MIX account to suspension. If your MIX account is suspended, you continue to remain responsible for obtaining all class related communications. Failure to comply with this policy may result in missed communications of critical class work.