

USF IT Provides New Streamlined "Direct2U" Process for New Computers



Dear USF Purchasers and PCard holders,

USF Information Technology is pleased to announce a new, streamlined **Direct2U** process that will significantly reduce the amount of time you wait for your newly purchased desktops and laptops to be ready for you or your colleagues to use.

Direct2U means that USF employees will now have their new computer shipped directly from the vendor to the department and ready to go within an hour of unboxing!

How Direct2U works:

Windows-based laptop and desktop purchases made on or after January 10, 2022 through the USF Computer Store at the Bulls Marketplace will be shipped directly to the department, rather than to IT. When the new owner signs on for the first time, the system will automatically configure and install the basic software needed to be up and running at USF.

What do I need to do?

It's as easy as 1, 2, 3! Visit www.usf.edu/direct2u for detailed information and instructions:

1. Ensure you have your MFA (Multi-Factor Authentication) device you use for logging into USF systems with you

[Join the Purchasing Listserv](#)

2. [Back up](#) documents and settings from your old machine that you wish to keep
3. Sign in to your new [desktop](#) or [laptop](#) and follow the prompts

Points for purchasers to keep in mind:

- This process only applies to new windows laptops and desktops purchased through the USF Computer Store at the Bulls Marketplace on or after January 10, 2022.
- If you are ordering computers for someone else, the new owner should be the first person to log in
- If the computer will be used for more than one person, the person who logs in first should be the person you want to be the administrator
- We encourage you to purchase IT-recommended bundles to make sure your new computer comes with the right cables and to ensure compatibility with monitors, docking stations, etc.

How can I get help?

USF IT will have team members available to assist with any questions or issues. Call us at (813) 974-HELP or send a chat message at itchat.usf.edu for help.

Sincerely,
USF Information Technology