



YUGSA Web Services For Departmental GSAs: Instructions and How To's

Last Revision: September 16th, 2015

YUGSA E-mail

Your Departmental GSA's email (DGSA) will be assigned as "alias@yugsa.ca" (where the alias is the name you requested on your DGSA registration form). Please confirm your information with the YUGSA's Vice-President Internal if you are unsure (internal@yugsa.ca).

Your email account will have a 100 MB storage by default. We may be able to increase your on request if we have additional space available.

The default password for your account will be "yugsa"+ year of registration, e.g. "yugsa2015"

You may access your email through the web through the link below:

<http://login.secureserver.net>

Please add your Departmental GSA's (or other) name to your account so that it displays a proper name when people receive emails from this account. This option is accessible under Settings→ Personal Settings→ Identities (edit), once you are logged in.

Please change your password under Settings→Personal Settings→ Security.

You may also access your email on your phone, computer, or tablet's email client (e.g. iPhone/Mac Mail app, Android Mail app, Microsoft Outlook, Windows Mail app) with the following information:

Account Type: POP or POP3

Incoming Server Settings:

Server Name: pop.secureserver.net

Port Number (Secure with SSL): 995

Outgoing Server Settings:

Server Name: smtpout.secureserver.net

Port Number (Secure with SSL): 465

YUGSA Webhosting

Your website's address will be assigned as "alias.yugsa.ca" (where the alias is the name you requested on your DGSA registration form). Please confirm your information with the YUGSA's Vice-President Internal if you are unsure (internal@yugsa.ca).

We previously introduced this service as pages within the YUGSA's webpages. This was not practical as any change would require coordination between YUGSA's executives or staff as we cannot share login information. This year, pending our levy increase campaign's referendum, we will propose separate webhosting services for each department where each DGSA would have their own login and access to Website Builder which would give departments more autonomy and convenience for maintenance. This service is expected to be provided for free for the first year, and subsidized at 50% for the following years (estimated cost for any DGSA would be ~\$40 a year which could be deducted from their Operating Grant Fund). We will keep your representatives posted with any developments on this service.