



北京科技大学
University of Science and Technology Beijing

Information Technology Service Guide (2025)



新 鼎 實 禾

Since its establishment in 2005, the Office of Information Technology (IT) has played a vital role in advancing the university's digital development. The office is responsible for the planning, management, construction, and service operations of campus information systems.

Its service scope covers a wide range of digital resources, including campus card services, campus network infrastructure, unified authentication, online service Hall, USTB email service, software service platform, USTB Cloud Disk, and WeCom system. These services have not only enriched the academic and cultural life of faculty and students but also provided support for research activities and administrative efficiency.

Looking ahead, the Office of Information Technology will continue to collaborate with the entire university community to promote the digital transformation of USTB, contributing to modernized education, intelligent management, and a more convenient campus experience.

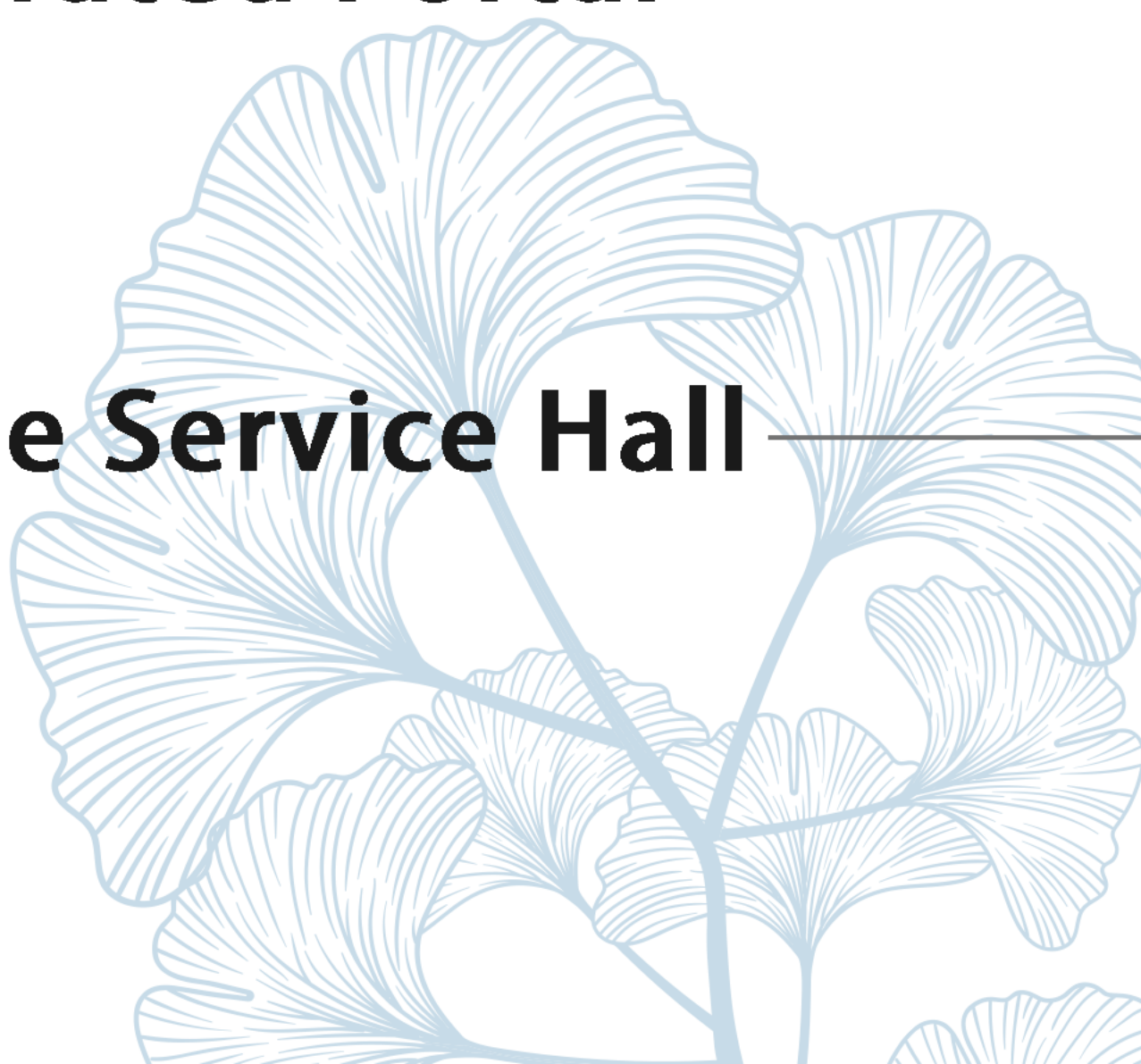
北京科技大学



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01 | CAMPUS CARD

The Campus Card is issued on a real-name basis, with one card per person. It serves as the universal payment card for all faculty and students on campus, covering various scenarios such as dining in canteens, dormitory showers, dormitory hot water dispensers, borrowing at the library, internet fee top-ups, and electricity purchases in dormitories.

1.1 Validity Period of Campus Card

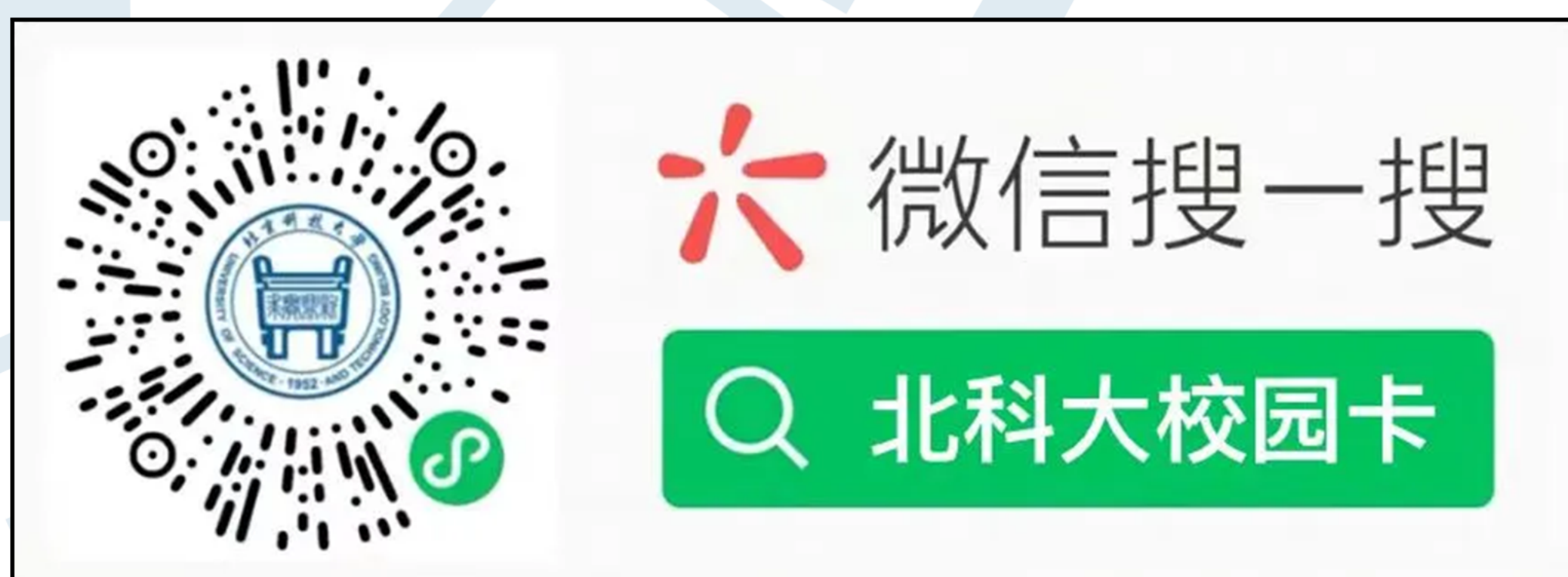
The validity period of the Campus Card is four years for undergraduate students and three to five years for postgraduate students (master's and doctoral).

For students who have extended their studies, the relevant student status administration unit shall review and submit the list of eligible students to the Office of Information Technology for unified batch extension.

In special cases, the extension can be processed by following the procedures on “A Letter to Graduates” (by.ustb.edu.cn).

1.2 One-Card Mini Program

The “USTB Smart Card” mini program serves as a mobile gateway for Campus Card services, integrating multiple functions such as a digital campus card, payment code, electricity and internet fee top-ups, and transaction record inquiries.



By adopting the mini program approach, the functions of the physical card and service terminals are mobilized, providing faculty and students with a more convenient and intelligent campus service experience.

For more information about the USTB Smart Card Mini Program, please scan the QR code below.



Guide to Mini Program

1.3 NFC Campus Card

The NFC Campus Card is a supplement to the physical campus card and shares the same account balance with it. Leveraging the NFC function of a mobile phone, it enables access to various campus services—such as dining in canteens, and dormitory or library access control—without unlocking the phone, relying on the campus network, or using a mobile data connection. Simply place the phone close to a card reader to complete the operation. Once the NFC function is activated, the mobile phone effectively becomes another form of the campus card.

For more information on using the NFC Campus Card, please scan the QR code below.



Guide to NFC

1.4 Palmprint Payment

USTB Palmprint Payment is a new payment method based on the campus smart card system and WeChat Palm Payment. It adopts palmprint and palm vein recognition technology, featuring card-free operation, high convenience, and enhanced security. Currently, the university has set up a Palmprint Payment activation point on the fourth floor of Hongbo Canteen, where users can experience palmprint payment services.

For more information on Palmprint Payment, please scan the QR code below.



Guide to Palmprint Payment

02 | ACCESS CONTROL

The access control system primarily covers the main entrance turnstiles, dormitory access, swimming pool turnstiles, library turnstiles, and teaching building access points. While the functions of these access control systems are generally similar, the supported authentication methods vary depending on the device. These methods include facial recognition, campus QR code, campus card, palmprint recognition, NFC identification, and ID document verification.

Facial Recognition: Requires prior collection of facial data, with identification performed based on facial features.

Campus QR Code Verification: Uses a personal dynamic campus access code (“Campus QR Code”) for identity verification.

Campus Card Verification: Uses a personal physical campus card for identity verification.

Palmprint Verification: Uses palmprint or palm vein recognition by scanning the user’s palm.

Mobile NFC Verification: Uses the NFC function of a mobile phone for identity verification.

ID Document Verification: For off-campus visitors only, using personal ID cards, passports, or other identification documents for identity verification.

The types of authentication methods supported by each category of access control turnstile (device) are as follows:

门禁类型 \ 认证方式	校园卡	校园码	人脸识别	NFC	掌纹识别	身份证件
校门闸机		√	√			√
宿舍门禁	√	√	√			
图书馆闸机	√	√		√		
游泳馆闸机					√	
教学楼门禁	√					
学院楼宇门禁	√	√	√			

Among the access control verification methods listed above, all methods except the Campus Card and ID document verification require identity authentication or function activation before they can be used.

Scan the QR code below for detailed instructions on each type of access control method and the procedures for activation.



Information about Access Control

03 | CAMPUS NETWORK

The campus network is a broadband multimedia network that provides teaching, research, and integrated information services for faculty and students. It offers robust on-campus resource access, enabling convenient use of the university’s online library, various teaching systems, announcements, and other services within the campus network environment, ensuring timely access to academic information and updates.

With its high-speed transmission capability, the campus network supports uploading and downloading large files via USTB Cloud Disk, as well as smooth online streaming of high-definition academic lecture videos, significantly enhancing the efficiency and experience of teaching and learning.

The campus network includes USTB-Student (dormitory area), USTB-WiFi (teaching area), and USTB-V6. For example, the “USTB-Student” network serves as the dormitory network on the main campus.

3.1 Internet Access via PC

Select and connect to “USTB-Student”, then open a web browser and visit any website or enter “202.204.48.66”. Enter your campus network username and password, and you will be able to access the internet once authentication is successful.



3.2 Internet Access via Mobile Devices

From the WLAN list on your mobile device, select “USTB-Student”. In the pop-up login page, enter your campus network username and password. You will be connected to the internet once the authentication is successful.

Notes:

1)Each account can be used on up to four devices simultaneously.

2)Each account includes 120 GB of free internet traffic per month.

3)The campus network currently supports seamless login. To log out, you may unbind your account via the Self-Service System at http://202.204.60.7:8080/nav_login.

04 | VPN

4.1 Web VPN

The wireless network at the Shahe Innovation Campus is not part of the campus network. To access on-campus business systems and electronic resources, users must first log in to the WebVPN system. Please refer to the relevant notices issued by the Innovation Campus for detailed network usage instructions.

WebVPN (n.ustb.edu.cn) is a secure remote access service that enables faculty and students outside the campus network environment to access on-campus resources. After logging in to WebVPN, users can visit more than 70 internal systems, including the Service Portal, on-campus OA system, and Academic Affairs Management System, as well as search for information through electronic resources.



Visit n.ustb.edu.cn in your web browser and log in by scanning the QR code with WeChat. You will then be redirected to the resource site, where you can access on-campus systems and resources through the links provided in the portal.

Currently, some business systems—such as the Online Service Hall and the Service Portal—already support direct access from off-campus by visiting the system’s URL and logging in with your unified authentication username and password. Business systems that have not yet enabled direct off-campus access still require login through WebVPN.

If you encounter any issues while using WebVPN, please contact the Office of Information Technology promptly:

Customer service email: kf@ustb.edu.cn

Customer service hotline: 62332188

If you would like certain frequently used business systems to be made available on the WebVPN platform, you may submit an application through the “Off-Campus WebVPN Access Request for Business Systems” service in the Online Service Hall.

4.2 VPN Client

A VPN (Virtual Private Network) establishes an encrypted connection over a public network, enabling devices to securely access the campus network. It provides off-campus faculty and students with access to the campus network, activation of licensed software, use of library resources, and browser access to websites with the ustb.edu.cn domain, thereby facilitating seamless integration between off-campus and on-campus business systems.

PC Access Method: Visit the USTB VPN website (<https://vpn1.ustb.edu.cn>) via your browser. Log in by scanning the QR code with WeChat through the unified authentication, then click “University of Science and Technology Beijing VPN” and follow the instructions to complete the installation.

Mobile Access Method: Search for “aTrust” in your device’s app store, download, and install the VPN client.

Note: It is recommended to disconnect the VPN channel after use (closing the app in the background will not disconnect the VPN; you must toggle the switch in the upper-right corner of the configuration screen) to avoid excessive resource consumption and potential device slowdown.



For detailed instructions on obtaining the VPN client, please scan the QR code below.



Guide to VPN Client

05 | USTB EMAIL

5.1 Student Email

The student email service (mail.xs.ustb.edu.cn) is provided free of charge to all USTB students. The account is automatically activated upon enrollment—no separate application is required. The staff email service (mail.ustb.edu.cn) is provided free of charge to all USTB faculty and staff members and is issued upon employment.

Both student and staff email accounts support alias settings, which can be modified after login. Once the alias is set, users can log in to the email system using either their student/staff ID number or the alias. The student email login interface is shown below.

Notes:

Student email accounts for graduates will remain active for one additional year after graduation. Graduates are advised to back up data and migrate emails in advance.



5.2 Staff Email

For work-related needs, university departments may apply for staff email accounts for official business purposes. Applications can be submitted via the “Staff Email Application” service in the Online Service Hall (e.ustb.edu.cn), as shown in the figure below.



北京科技大学
University of Science and Technology Beijing

办公电子邮箱申请表

申请人姓名	<div></div>	申请人学工号	<div></div>	
申请部门	请选择所在二级单位 *	联系方式	<div></div>	
邮箱申请信息				
申请事由	请输入申请邮箱的具体用途，如部门对外服务联系等。 *			
申请数量 (个)	1 *			
提示信息	以下拟申请邮箱账号在未被使用的情况可以分配给申请部门，请按优先级排序，账号及密码通过短信发送给申请人。			
<div>添加行</div>				
序号	拟申请邮箱账号	邮箱后缀	备注	操作
1 *	填写不少于1个备选账号，如poxb *	@ustb.edu.cn	请按优先级排序。	<div></div>

06 | UNIFIED AUTHENTICATION

The unified authentication serves as the sole network identity credential for all USTB faculty and students, functioning as the “ID card” for logging into university business systems. Users can access on-campus systems by logging in with their unified authentication username and password.

Currently, the unified authentication is integrated with nearly one hundred on-campus systems, including the Online Service Hall, research management systems, academic affairs systems, postgraduate management systems, and financial systems.



The unified authentication has been upgraded to resolve the issue of users with multiple roles having to rebind their identity when accessing different systems. By scanning the system login QR code, an identity selection interface will appear, allowing users to choose their role without re-binding—streamlining the process and providing a more convenient experience for faculty and students.

As shown in the image above, when logging into an on-campus application system within the campus network environment, WeChat login, password login, and SMS verification code login are supported. When logging in from an off-campus environment, only WeChat login and SMS verification code login are supported.

If you forget your password, you may select Forgot Password in either the password login mode or SMS login mode, and follow the prompts to reset your password via SMS.

If you need to add or update your mobile phone number or email address, you can do so via USTB Smart Campus → Mini Apps → Change Mobile Number.

Notes:

1) Faculty and students must keep their unified authentication username and password secure, and never disclose them to others. Failure to do so may result in the leakage of sensitive personal

Notes:

Faculty and students must keep their unified authentication username and password secure, and never disclose them to others. Failure to do so may result in the leakage of sensitive personal information or even malicious tampering with important data.

For more information about the unified authentication, please scan the QR code below.



Information about unified authentication

07 | USTB WECOM

The USTB WeCom serves as a mobile campus service platform for all faculty and students, integrating a variety of public services and departmental service functions.

To join USTB WeCom, you must first follow the “USTB Smart Campus” WeChat official account and complete identity binding (only current USTB faculty and students are eligible to join). Once the status bar on the identity authentication page shows WeCom: Enabled, you can log in to USTB WeCom using your mobile phone number or WeChat account.

Scan the QR code below for detailed instructions on how to join USTB WeCom.



Joining the USTB WeCom



WeCom Function Overview

After joining WeCom, users can send on-campus messages, schedule unlimited-duration Tencent Meetings, link their faculty or student email accounts, and collaborate on shared documents. In addition, the WeCom Workbench provides access to a wide range of information and services, including news, documents, events, to-do lists, available classrooms, payroll information, and lost-and-found notices. It also supports functions such as swimming pool reservations and online repair requests. Furthermore, the Workbench allows users to handle transactions and tasks from the Online Service Hall and the Collaborative Office Platform.



08 | INTEGRATED PORTAL

The Integrated Portal (i.ustb.edu.cn) serves as the university's comprehensive gateway to digital services. It consolidates the functions of the Service Portal, Collaborative Office Platform, and Campus OA, while integrating the university website cluster, various business systems, and service resources. The portal unifies access to campus news, applications, services, and data, providing faculty and students with a personalized, one-stop platform for information display and transaction processing.



The Integrated Portal offers a wide range of functions, including information services such as campus events, announcements, and document access. The AI Center and Application Center provide access to intelligent tools and on-campus applications. The Office and Services sections are linked to the Collaborative Office Platform and the Online Service Hall. Features such as My To-Do and My Schedule meet the needs of personal task and schedule management.

Faculty and students can access the Integrated Portal via the “Integrated Portal” link at the top of the USTB official website (www.ustb.edu.cn) or by directly visiting i.ustb.edu.cn. The Integrated Portal is connected to the unified authentication. Within the campus network environment, it supports three login methods: username and password, mobile verification code, and WeChat QR code scanning. (Username/password login is not supported when accessing from outside the campus network.)

09 | ONLINE SERVICE HALL

The Online Service Hall (e.ustb.edu.cn) provides faculty and students with an online environment where services are universally accessible, available at any time, and usable anywhere. At present, the portal offers 347 services covering 11 categories of operations, including organizational and personnel affairs, academic and teaching management, and IT services. The interface is shown in the figure below.

Currently, the most frequently used services on the portal include:

- 1) Resource Reservations (e.g., campus event venue reservations, classroom bookings by schools)
- 2) IT Services (e.g., campus network troubleshooting, campus card-related services)

3)Research and Academic Affairs (e.g., research project bidding approvals, patent application approvals)



10 | CARS | SERVICE

USTB has joined the China Education and Research Network Authentication and Resource Sharing Infrastructure (CARSI). CARSI enables faculty and students to directly access a vast array of domestic and international online resources requiring identity authentication from off-campus locations. It ensures uninterrupted access to online resources, providing stable and convenient support for academic and research activities.



Through the CARSI service, off-campus faculty and students can directly access domestic and international electronic database resources—such as CNKI, Wanfang, and IEEE—that require identity authentication, without logging into the VPN. Simply enter the resource URL and log in using your USTB unified authentication username and password. In addition, the CARSI service also supports activation and authentication of Foxit PDF available on the university’s licensed software platform.

11 | I SEARCH

The I Search Platform (aisearch.ustb.edu.cn) is an AI-powered search system designed for all USTB faculty and students. It integrates information resources from various on-campus websites, systems, Wechat official accounts, announcements, and documents, achieving comprehensive, campus-wide coverage.



The platform is integrated with the university's unified authentication. After logging in, users can access features such as AI Quick Read, Daily Briefing, Subscription Channels, and Popular Rankings. Simply enter keywords in the search bar to quickly retrieve the desired content.

Faculty and students can access the platform via WeCom → Workbench → I Search or through the “USTB Smart Campus” WeChat official account → Campus I Search. Access is also available via the university's official website and the Integrated Portal. Both mobile and PC access are supported.



12 | SOFTWARE SERVICE

The Software Service Platform (soft.ustb.edu.cn) provides legally licensed software products to all USTB faculty, staff, and students. By logging in with unified authentication, users can download various types of software.

Currently, the platform offers a wide range of software services, including Microsoft Office Suite, Kingsoft WPS, Foxit PDF, MATLAB, Adobe Suite, EndNote, OriginPro, ZWCAD, and more, as shown in the diagram below.



For software installation and activation outside the campus network, there are two methods:

1)Dedicated Client for Licensed Software Activation. For certain software such as Windows and Office, activation outside the campus network requires installation of the dedicated VPN client for licensed software. Scan the QR code below for detailed instructions.

2)General Off-Campus VPN Client. The general VPN client allows off-campus activation of licensed software, access to library resources, and other university systems. Scan the QR code below for detailed instructions.



Instructions
for Dedicated Client
for Licensed Software Activation



Instructions
for General Off-Campus
VPN Client

Faculty, staff, and students can follow the product instructions to download, install, and activate software. If you encounter any issues during installation or use of licensed software, please contact us for technical support:

Software Platform Technical Support

Hotline: 400-168-6616

Email: caservice@hyitech.com

Working hours: Monday–Friday, 8:30–18:00

Information Technology Office Technical Support

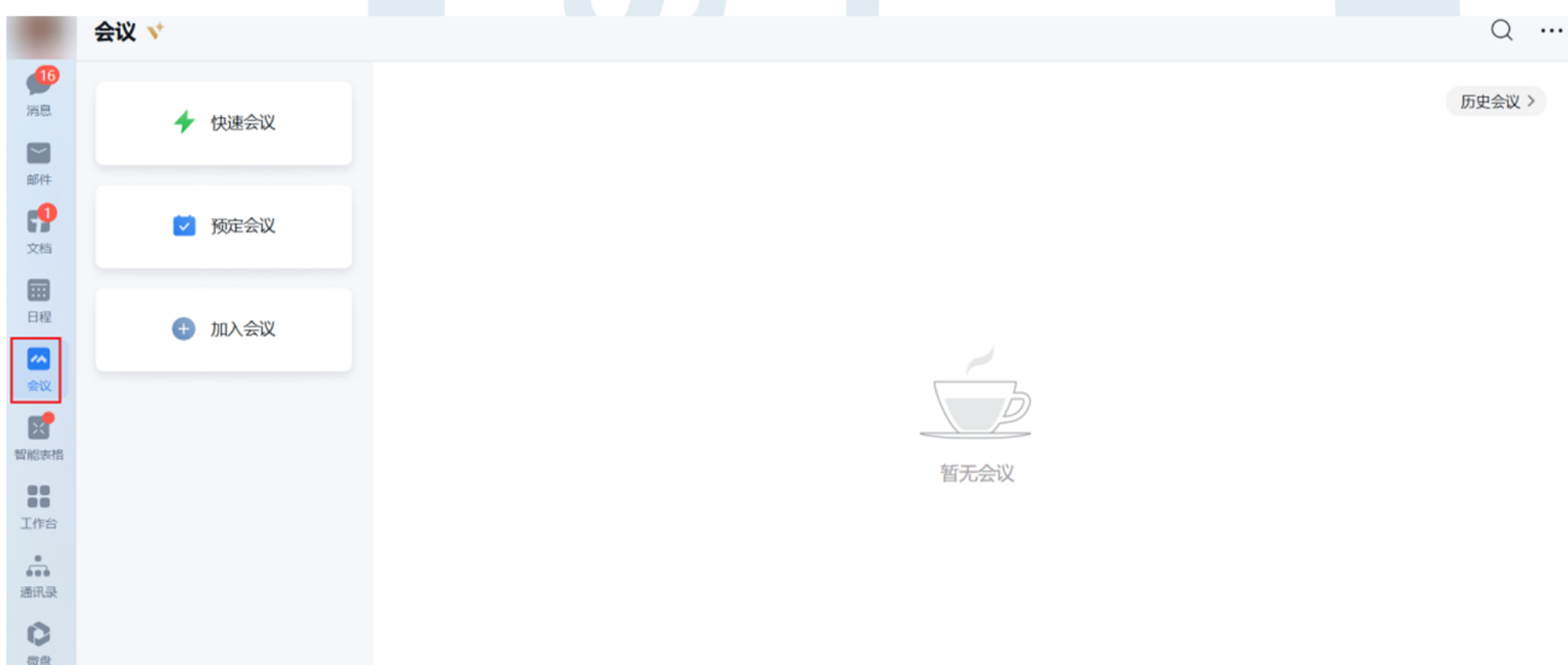
Email: kf@ustb.edu.cn

Hotline: 62332188 / 62332175

QQ Online Support: 1001280314 (Group Number)

13 | TENCENT MEETING

The Education Edition of Tencent Meeting offers upgraded features compared with the personal version, including multiple free meeting rooms with no time limits.



To use this service, you must first join USTB WeCom. (If you have not yet joined USTB WeCom, please refer to Section 6: USTB WeCom.) There are two login methods: Open the Tencent Meeting app, and on the login screen select WeCom Authentication; In WeCom, enter by clicking Workplace → Meeting, to switch freely between learning, meetings, and communication.

Scan the QR code below to learn more about the features and usage of Tencent Meeting – Education Edition.



Tencent Meeting – Education Edition

14 | USTB SOJUMP

The USTB Sojump is an internal tool that integrates multiple functions, including surveys, exams, registrations, and voting. All data is stored within the university, ensuring zero risk of data leakage. The platform is free of pop-up ads and offers powerful functions not available in the personal version of Sojump.



To use USTB Sojump, you must first join the USTB WeCom. (If you have not yet joined USTB WeCom, please refer to Section 6: USTB WeCom.) Once in WeCom, go to Workplace → Productivity Tools → Sojump to start using the platform.

Scan the QR code below to learn more about the features and usage of USTB Sojump.



USTB Sojump

15 | USTB CLOUD DISK

The USTB Cloud Disk (yunpan.ustb.edu.cn) is a private file storage and sharing platform provided for all current USTB faculty and students. It offers functions such as file storage, file synchronization, file sharing (shared document libraries, departmental file cabinets), and file data protection (cloud recycle bin), as shown in the image below.



The USTB Cloud Disk can be accessed via the web interface, desktop client, or mobile app, enabling data synchronization across devices. It features large storage capacity (500 GB of free storage for faculty and 200 GB for students), no speed limits, and is completely free of charge.



Scan the QR code below to learn more about USTB Cloud Disk:



Cloud Disk Overview



Client Installation



User Manual



Application Scenarios

Note: Your Cloud Disk username and password are the same as your unified authentication credentials.

16 | FACULTY PAGE

The Faculty Page (Chinese version: faculty.ustb.edu.cn, English version: faculty-en.ustb.edu.cn) is a university-level platform designed to showcase USTB's faculty members.

The platform presents information such as individual faculty members' teaching and research achievements, academic updates, awards and honors, and recruitment details. It meets the needs of faculty members for personal information publishing while also serving as a window for displaying the university's academic strength.



Scan the QR code below to learn more about the Faculty Page platform.



Introduction to Faculty Page



Faculty Page Maintenance

17 | USTB HPC PLATFORM

The university-level High-Performance Computing (HPC) Platform of USTB is a public service platform based on high-performance computing and AI computing hardware and software, providing large-scale scientific computing and data processing services to all faculty and students. It offers reliable and efficient operating environments on demand for scientific research and engineering computation across multiple disciplines.

The HPC Platform consists of eight modules: an HPC server cluster (general-purpose CPU computing nodes), an AI server cluster, a virtualization platform, distributed storage devices, management and login nodes, network equipment, platform management software, and platform security protection devices. The total computing capacity of the clusters reaches 450 TFlops.

An overview of the platform resources is shown in the image below.

节点类别	型号	主要规格	节点数
管理/登录节点	R620 G40	Intel 4314 2.4G 24M 16C 135W*2, 128G	2
CPU节点	BX50 G40	Intel 6348 2.6G 11.2UPI 42M 28C 235W*2, 256G	40
胖节点	R840 G30	Intel 6230 2.1G 10.4UPI 27.5M 20C 125W*4, 1T	2
GPU节点	X660 G45	Intel 6348 2.6G 28C*2, 2T NV HGXA100 8-GPU Nvlink 80GB*1	3
存储节点	CloudStor	Hygon 7255*2, DDR4 2666 32G*4, 10TB 3.5吋7.2K 6Gb SATA硬盘*34, 600G 2.5吋10K 12Gb SAS硬盘*2, 960G 2.5 6Gb R SSD*2	9
管理节点: 2, 计算节点: 45, CPU核心: 2600个, GPU卡: 24卡, 存储容量: 3.06 PB			
算力: 双精度浮点峰值可达 450.96 Tflops			

Scan the QR code below for detailed user guides on the HPC Platform.



Guides on the HPC Platform

18 | DIGITAL MAP

The USTB Digital Map System (map.ustb.edu.cn) provides panoramic coverage of the Main Campus, Guanzhuang Campus, Changping Innovation Park, Shunde Innovation Institute, and Xisanqi Campus. It precisely marks the locations of university departments, schools, and 16 categories of campus facilities, and supports real-time location tracking, on-campus navigation, and VR panorama experiences—making campus life more convenient for faculty, staff, and students.

There are four ways to access the Digital Map:

- 1) Visit map.ustb.edu.cn via a web browser.
- 2) Open USTB Official WeChat Account → Public Services → USTB Digital Map.
- 3) Open “USTB Smart Campus” WeChat official account → Mini Apps → Campus Map.
- 4) Open WeCom → Workbench → Campus Map



Currently, the information in the Digital Map System comes from faculty and student submissions as well as on-site data collection. We sincerely invite all faculty and students to participate in error correction and feedback: click “Tools — Map Correction,” select the location, and submit the issue to help improve the campus map together.



19 | EPAY

19.1 Smart Campus – Mini Program Payment

Access the payment platform via the “USTB Smart Campus” official account → mini program → search for “Payment” in the search bar. This supports payments for utilities (electricity), tuition, and accommodation fees.

19.2 USTB Campus Card Mini Program Payment

Through the “USTB Smart Campus” official account → Campus Card, or by searching “USTB Campus Card” mini program directly, users can recharge electricity, Campus Card balance, and internet fees.



19.3 Self-Service Campus Card Machines

Users may also recharge at self-service Campus Card machines. Select Bank-to-Campus Transfer, then enter the Campus Card password and the last six digits of the bank card. These machines support recharge for the Campus Card, dormitory electricity, and internet fees. Machine locations are shown below.

校区名称	自助设备名称	所在位置
本部	圈存机	学生一站式服务大厅 1 斋学生公寓大门左侧 2 斋学生公寓大门左侧 4 斋学生公寓大门右侧 5 斋学生公寓大门右侧 8 斋学生公寓一层大厅 9 斋学生公寓一层大厅 鸿博园一层大厅 万秀园一层大厅
	自助补卡机	学生一站式服务大厅
管庄校区	圈存机	学生食堂一层大厅、学生食堂 二层楼梯处
	自助补卡机	管庄校区综合办公楼四层大厅
昌平园区	圈存机	盘铭园食堂一层大厅 至善斋公寓 B 座一层东门
	自助补卡机	至善斋公寓 B 座一层西门

19.4 Alipay APP Payment

Search “Alipay CampusPay – Recharge Campus Card – Select School (University of Science and Technology Beijing)”, then enter your name and student ID to complete recharge.





Office of
Information Technology
Official Account



USTB Smart Campus



USTB IT Service
WeChat Group



信息化建设与管理办公室

Office of Information Technology

Contact Us:

Office Address: Office of Information Technology, Ground Floor, West Side of the Civil & Environmental Engineering Building (Main Campus)

One-Stop Student Service Hall(Integrated Service Window of the Office of Information Technology)

Office Hotline: 62332188 (Service Center)
62332255 (Service Desk)
62332766 (Office)

Customer Service Email: kf@ustb.edu.cn