

# My Pitt Content Transition Overview

## Overview

The following recommendations have been developed to help you prepare for the launch of the new My Pitt in summer 2020. If your department has web pages, emails, or other materials that direct users to My Pitt, please follow the guidelines below to update your content.

## my.pitt.edu Links

My Pitt links will redirect to the new system on July 1. To ensure a seamless transition, we recommend you update my.pitt.edu links in your content as recommended below by May 15.

Example	Recommended Change	Completion Due Date
<a href="http://my.pitt.edu">my.pitt.edu</a>	No change necessary	NA
<a href="https://my.pitt.edu">https://my.pitt.edu</a>	No change necessary	NA
<a href="http://www.my.pitt.edu">www.my.pitt.edu</a>	<a href="https://my.pitt.edu">https://my.pitt.edu</a>	May 15, 2020
<a href="http://my.pitt.edu">http://my.pitt.edu</a>	<a href="https://my.pitt.edu">https://my.pitt.edu</a>	May 15, 2020
<a href="https://my.pitt.edu/portal/server.pt/community/my_pitt_home/805">https://my.pitt.edu/portal/server.pt/community/my_pitt_home/805</a>	<a href="https://my.pitt.edu">https://my.pitt.edu</a>	May 15, 2020
<a href="https://my.pitt.edu/portal/server.pt">https://my.pitt.edu/portal/server.pt</a>	<a href="https://my.pitt.edu">https://my.pitt.edu</a>	May 15, 2020

## AskCathy Links

AskCathy links will continue to work after the new My Pitt launches. However, we recommend changing “askcathy” to “my” within the link name. To ensure existing links do not break, please do not update AskCathy links until July 1 or later.

Example	Recommended Change	Update Link On or After
<a href="http://askcathy.pitt.edu">askcathy.pitt.edu</a>	Replace “askcathy” with “my”	July 1, 2020

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<a href="https://askcathy.pitt.edu">https://askcathy.pitt.edu</a>	<a href="https://my.pitt.edu">https://my.pitt.edu</a>	July 1, 2020
<a href="https://askcathy.pitt.edu/collection/all/my-pitt-student-services">https://askcathy.pitt.edu/collection/all/my-pitt-student-services</a>	Replace “askcathy” with “my”	July 1, 2020
<a href="https://askcathy.pitt.edu/launch-task/all/uctl-canvas">https://askcathy.pitt.edu/launch-task/all/uctl-canvas</a>	Replace “askcathy” with “my”	July 1, 2020
<a href="https://askcathy.pitt.edu/launch-task/all/prism">https://askcathy.pitt.edu/launch-task/all/prism</a>	Replace “askcathy” with “my”	July 1, 2020

## Text References to my.pitt.edu

Text instructions that reference My Pitt links will need to be updated as recommended below by May 15.

The easiest way to help users find your service is by directing them to use My Pitt’s Search feature. Search in the new My Pitt will work just as it does today. If you perform a search in the new My Pitt and don’t get the results you expect, please [submit a help case](#) with “My Pitt Transition” in the Subject field and describe what you were searching for but could not find.

Example	Recommended Change	Completion Due Date
<ol style="list-style-type: none"> <li>1. Log in to <a href="https://my.pitt.edu">my.pitt.edu</a> using your University credentials.</li> <li>2. Click <b>PRISM Login</b> on the right sidebar; or click the <b>My Resources</b> tab in the main menu, and choose <b>PRISM</b> from the resulting list.</li> <li>3. A new tab or window should launch. Choose the <b>PHR Employee Self-Service</b> responsibility.</li> <li>4. Additional choices will appear. See below for descriptions and instructions.</li> </ol>	<ol style="list-style-type: none"> <li>1. Log in to <a href="https://my.pitt.edu">my.pitt.edu</a> using your University credentials.</li> <li>2. Search for <b>PRISM</b>.</li> <li>3. A new tab or window should launch. Choose the <b>PHR Employee Self-Service</b> responsibility.</li> <li>4. Additional choices will appear. See below for descriptions and instructions.</li> </ol>	May 15, 2020
<p><b>Get started today:</b></p> <ul style="list-style-type: none"> <li>• Go to <a href="https://my.pitt.edu">my.pitt.edu</a> and select <b>Handshake</b> from the menu on the right.</li> <li>• Complete your Career Interests Survey to help tailor your Handshake experience.</li> </ul>	<p><b>Get started today:</b></p> <ul style="list-style-type: none"> <li>• Go to <a href="https://my.pitt.edu">my.pitt.edu</a> and search for <b>Handshake</b>.</li> <li>• Complete your Career Interests Survey to help tailor your Handshake experience.</li> </ul>	May 15, 2020
<p><b>Go to:</b> <a href="https://my.pitt.edu">my.pitt.edu</a> and sign in using your University credentials. Click on Student Center along the right-hand side. This will take you to the Student Information System (PeopleSoft).</p>	<p><b>Go to:</b> <a href="https://my.pitt.edu">my.pitt.edu</a> and sign in using your University credentials. Search for Student Center. This will take you to the Student Information System.</p>	May 15, 2020

Log in to <a href="http://my.pitt.edu">my.pitt.edu</a> on your assigned Enrollment Appointment date and time. Click on Student Center > Self Service > Student Center.	Log in to <a href="http://my.pitt.edu">my.pitt.edu</a> and search for Student Center. Follow the path Self Service > Student Center.	May 15, 2020
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## Help is Available 24/7

If at any time you have questions or need assistance, please contact the 24/7 IT Help Desk at 412-624-HELP (4357), or submit a request online at [technology.pitt.edu/helprequest](http://technology.pitt.edu/helprequest).