

Student Technology Survival Guide 2017

Your Account

Your Kerberos username and password are used to access IRIS, Moodle, email, etc. Do not share your password with anyone, ever, including your parents! Your username is based on your first and last name. You can manage email routing and other settings in IRIS.

IRIS.REED.EDU

Printing

TSG.REED.EDU/PRINT

Want to print from your own computer? Add the "Student-BW-Printers" queue to your computer and release your print job over the web:

PRINTING.REED.EDU

Students get \$20/year of free printing. B&W printing is \$.08/side. When your free printing is used up, charges will accrue and be sent to the business office. (Please use USB printing for your own printer, not wi-fi, as that causes trouble on our network!)

Email

mail.reed.edu

Moodle

moodle.reed.edu

Check Moodle for syllabi and readings.

Policies

TSG.REED.EDU/POLICY

File Sharing & Digital Piracy

Use of copyrighted text, music, video & other creative works without proper permission violates federal laws, such as the Digital Millennium Copyright Act (DMCA) as well as Reed's Computer User Agreement. Such violations incur suspension of computer privileges & may result in legal action. When downloading or sharing copyrighted materials, please be sure to observe copyright requirements. The college protects your privacy as well as it can, but in some cases the law requires that certain steps must be taken.

TSG.REED.EDU/COPYRIGHT

Getting on the Web

There are two wireless networks available at Reed: "ReedXenia" and "Reed1x". ReedXenia is for visitors and guests. Reed1x is an encrypted network and is for Reed community members. **We recommend you connect to the Reed1x wireless network.** Do not use your credentials to sign in a friend, have them register as a guest.

To use Reed1x with Windows please visit:

TSG.REED.EDU/WIN1X

For help, contact CUS! 503-777-7525

cus@reed.edu

Help Desk on ETC 1st Floor

M-Th: 8:30 AM – Midnight

Friday: 8:30 AM – 5 PM

Sunday: 5 PM - Midnight



Network Storage **FILES.REED.EDU**

Don't forget about **Google Drive!** You have **unlimited** storage with your Reed Google Drive account.

DRIVE.REED.EDU

Other ways to share:

TSG.REED.EDU/SHARING

Phishing

Phishers attempt to access your account by tricking you into divulging personal information, such as passwords, account numbers, and birthdates. Phishers often send out official-looking emails and links to replica websites. Don't fall for dire warnings!

- Never send out your password over email, not to anyone.
- CIS will NEVER ask for your password.
- Use unique passwords for each service.
- It doesn't matter how strong your password is if you give it away.
- Be suspicious of links and attachments!
- Always be careful of updates and pop-ups

Backups

Your hard drive will fail! Back up all data to multiple destinations. Keep copies of important documents on Google Drive, files.reed.edu, or an external drive, IN ADDITION TO the copy on your hard drive. Drives fail, it's only a matter of time. Stay safe, back up your files!

Student license MS Office **office.com/getoffice365**

For other software, go to
downloads.reed.edu

Passwords

A secure password is essential to the protection of confidential data. Use a combination of letters, numbers, and special characters. Bad passwords are easily guessed words or dictionary words ("pokemon" "password" "12345678"), good passwords are easy enough to remember but hard to guess ("c@tch-3m-@11"). The longer the password (or phrase) the better!

Need to change your password?

ACCOUNT-TOOLS.REED.EDU

Emergency alerts

Sign up for Reed's Emergency Alert Service which provides rapid notification in the event of an emergency. Alerts can be sent via text message, phone, or email! It will automatically email your reed email address. Sign up to add your cellphone or other email address.

TSG.REED.EDU/EMERGENCY

