

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

- ~Resources (ETC 1st Floor)
- ~Help Desk (software help)
- ~Hardware Shop (computer repair)
- ~Computer Store
- ~IRC 2 & 3 (Computer Labs)
- ~Copier/Scanner

For help, contact
CUS! 503-777-7525
cus@reed.edu
ETC 1st floor
[@ReedCUS](https://twitter.com/ReedCUS)

WELCOME TO REED!

In your hands you hold the

STUDENT TECHNOLOGY

SURVIVAL GUIDE

Inside you'll find useful things like

- ~ How to get on the wifi
- ~ Unlimited file storage
- ~ And much more!

- Brought to you by CUS ♥
Computer User Services

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tsg.reed.edu/copyright

When downloading or sharing copyrighted materials, please be sure to observe copyright requirements. Use of copyrighted text, music, video & other creative works without proper permission violates federal laws and Reed's Computer User Agreement. Such violations incur suspension of computer privileges & may result in legal action.

File Sharing & Digital Piracy

account-tools.reed.edu

Need to change your password?

A secure password is essential to the protection of confidential data. We now recommend setting your password to a series of random words and numbers. Something like "carrot-Saturn-12-three" is secure because of its long length, and easier to remember than f@nCy! Don't reuse passwords, either!

Passwords

<https://www.reed.edu/cis/help/duo/>

We use Duo Mobile for security:

Two-Step Authentication

office.com/getoffice365

Students at Reed have access to free Office products such as Word and Powerpoint. Make an account with your Reed email at

Need Microsoft Office?

Check Moodle for syllabi and readings.

moodle.reed.edu

Moodle

mail.reed.edu

For better or for worse, email is an official form of communication at Reed. Check it out at:

Email

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!

Watch out for email impersonators – professors, staff members, and even students have been impersonated in the past.

Look out for email addresses that don't end with @reed.edu.

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 check "Duplex" for double-sided printing!!

per year!
every year!

Students get \$25/year of free printing. (Seniors get \$45) 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.)

Unlimited File Storage

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

files.reed.edu

You have unlimited storage with your Reed Google Drive account. Wow!

drive.reed.edu

Other ways to share:
tsg.reed.edu/sharing

Getting on the Web

Wireless

There are two wireless networks available at Reed. 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 on Reed Xenia.

To use Reed1x with Windows please

visit:

tsg.reed.edu/win1x

Wired Network Usage

Devices on the wired network must be registered by their MAC address online. For further instructions, and to register your device, go to

apps.reed.edu/netreg

Backups