Computing Facilities Orientation September, 2014
Introductions

- Jason Simpson – Manager of Information Systems
- Brad Hill – Manager of Desktop Support
- Geoff Jewel – Help Desk Manager
Bren Computing Facilities Use Policy

- The Computing facilities are a shared resource for all Bren MESM students
- Respect the work environment of other students
- Protect the computer equipment and resources provided
- You are accountable for your use of the facilities
- If you pack it in, pack it out

http://www.bren.ucsb.edu/services/computing/policies/scf_policy.asp
Software

- Software is determined by the Computing Resource Committee to be necessary for communication, class work, group projects, etc.; and to be a good representation of software used in industry after Bren.

- Students may not install software onto the computers, but may request new software to CRC.

- Once you are assigned a group project computer your data manager may install applications in support of your project.

http://www.bren.ucsb.edu/computing/applications/scf_software.html
The SCF

- 42 Computers
- 1 Printers – 2 queues + scan to email
  - 1 black & white, 1 color
- Complete software for all Bren courses
- Artificial lighting only 😞
Geographic Information Systems (GIS) Teaching Laboratory

• 31 Computers

• 1 Printers – 2 queues + scan to email
  - 1 black & white, 1 color

• Complete software for all Bren courses

• Most computing labs are held in the GIS

• Sunlight!!!
Davidson Student Commons
Group Project Computers

- 1 computer for per group project
- Same software as SCF
- 1 Printer black & white
- Photocopier (maintained by Admin Staff)
- Computers are for preferential use by Group Projects
Computing Lab Hours

- Normal Operating Hours: Monday – Friday 8-5, except University holidays

- Bren students may use the lab outside of regular hours with the security code

- During classes, a lab may be closed, or open with priority use by students in the class. (Professor’s choice) Schedules are posted near doors.
Building Security

- After hours access to building
  - Via the elevator, using security system and access card (with code*)

- After hours access to labs and commons
  - using security system and access card (with code*)

Security cameras in labs record activity in case of theft or unauthorized entry ... so smile.
Usernames and Passwords

- Usernames and passwords are assigned, and may **NOT** be changed. Usernames are generally the student’s first initial and last name.

- Keep your password in a safe place, separate from your username, until you have it memorized.

- The compute team will **NEVER** ask you for your password and you should **NEVER** send it to via email.

**DO NOT GIVE OUT YOUR PASSWORD TO ANYONE. SHARING YOUR PASSWORD WITH ANYONE IS GROUNDS FOR HAVING YOUR ACCOUNT TERMINATED!!!**
Logging onto Bren Systems

- Computers will normally be in a power save mode
- Move mouse or tap keyboard to bring computer and monitor out of power save mode.
- Press Ctrl-Alt-Del and enter username, password
- If you have problems
  - Check to see if Caps Lock is on
  - If you have 3 failed log-on attempts in 15 minutes, you will be locked out for 5 minutes before access is reset automatically. (An administrator can unlock your account).
Browsing Directories

- **Windows Explorer**
  - Drag and drop may do different things in different situations
  - Left clicking – MS guesses what you want to do
  - Right clicking – A menu lets you choose what **YOU** want to do
  - H: your home directory (also = “My Documents”)
  - R: location for course related items r:\Fall2014
  - S: a collection of home directories for your current class year “2016” (limited access to others data)
Network Storage

- Network Drives – Store your work on your H: drive
- Permissions – You may change permission on your folders to permit sharing work with others.
- Space – This is shared space on a file server. Storage is for school-related items only.
- Copyrights – You are responsible for the correct use of copyrighted materials in any format.

IF YOU WISH TO LISTEN TO MUSIC OR WATCH VIDEOS ON BREN SYSTEMS PLEASE DO SO FROM A STREAMING ONLINE SERVICE OR FROM A REMOVABLE STORAGE DEVICE. PERSONS FOUND STORING MUSIC OR VIDEOS ON THE SERVER MAY HAVE THEM DELETED AND/OR THEIR ACCOUNT LOCKED.
Compute team’s preferred method of dealing with computing issues
- Fastest response time
- Your request goes to the whole compute team and can be solved by the first person with expertise, time, and proximity.
- You are assigned a trouble ticket for your problem, and all correspondence is logged in our database.

We are located next to the GIS lab in 3045. You are always welcome to drop in with any issues or call us at 893-7794.

When contacting the compute team please provide and pertinent information such as the name of the computer you are using, time the issue occurred, software packages at issue, and any patterns you notice.
Email@bren

- Your username@bren.ucsb.edu is your bren email address
- That email address will be forwarded to your umail account.
Can I check my email from home?

- http://www.umail.ucsb.edu/

- Configure your favorite imap mail client to access your email.

- People have done many creative things using umail forwarded to gmail
Remote Access Terminal Servers
Snoopy & Woodstock

**REQUIREMENTS**

- Must be working on a PC (windows or linux) or Mac with OS X
- Mac users download the full client from MS website (link on bren site)
- Connect to snoopy.bren.ucsb.edu or woodstock.bren.ucsb.edu
- Built in client for XP, Vista, Win 7, Win 8
Wireless @ Bren

- Wireless access is available in most common areas; classrooms, labs, commons, quad, etc.
- Access points use the network name BREN
- Use your bren username and password.
- Will work with most wireless adapters
- Abuse of the network could lead to the loss of wireless privileges
Corporate Time?

- Going away soon... hopefully
- Used instead of Online Calendar
- Important for scheduling meetings around classes and other commitments, esp. for group projects
- Only works if everyone keeps their calendar current
- Use your U-Mail username and password
- Don’t have to abandon your paper planner – can be printed in various planner formats
- Will be available in a few weeks and we will send out more info
Peripherals

- **Printers**
  - Lab printers should be available at log-in

- **Scanners**
  - Each lab printer can scan to email as a pdf document

- **Memory stick and removable drives**
  - You can bring your own devices
  - Most should work automatically
Printing at Bren

If you don’t need to print it don’t.

Cost:
Black and white prints - $0.06 per side
Color prints - $0.13 per side

Print allocation:
$20 per year for printing basic items and printing mishaps. No printing refunds will be given. Print expenditures over $20 will be billed to your BARC monthly
200 students * $20 = $4,000
Logging off

- Don’t forget to log off before you leave the lab!
- You are responsible for what is done with your account!
- Push in your chair.
- If you are using a terminal server, make sure you log off. Closing the window or disconnecting may leave some applications running. This may lead to loss of data.
The compute team does a thorough cleaning of the labs between each quarter. There is no janitorial support for these labs with the exception of trash removal.

The mess and the clutter that accumulates between cleanings is all from you and your classmates. Take the time to clean up after yourself and remind others as well.

These are your spaces. If you would like it clean you need to take the initiative to keep it that way.
Take Home Slide

- Contact the compute team if you have problems, questions, or concerns. Don’t assume some already let us know
- Don’t share your password with anyone for any reason. The compute team will never email you asking for your password
- Keep all your data on your H: drive
- The facilities are in support of coursework and should be used as such
Visit the Computing section of the Bren website

http://www.bren.ucsb.edu/services/computing/