YOUR COMPUTER LAB ACCOUNT WAS CREATED AUTOMATICALLY; HOWEVER, ALL ACCOUNTS ARE DISABLED BY DEFAULT. TO BEGIN USING THE COMPUTER LAB YOU WILL NEED TO COMPLETE THESE SIMPLE STEPS.

1. Read and understand The Computer Lab Rules and Regulations on the reverse. Complete and sign the attached Computer Lab Agreement Form. By signing the form you bind yourself to the lab’s rules and regulations.

2. Keep the Getting Started/Computer Lab Rules and Regulations form for your reference and turn in the Agreement Form to Costa Osadov in room 207. In most cases, I will be able to enable your account immediately. You would then be ready to use the lab.

LOGGING ON FOR THE FIRST TIME

Press Ctrl-Alt-Delete keys at the same time to invoke the Log On screen and type in your user name and password. Your user name is the same as your sunset username (the part before @olemiss.edu). Your temporary password is ‘first’. Before the system lets you in, you will be prompted to create a new password. This password is for logging on to the lab machines only and has nothing to do with your email or any other passwords.

Note on sunset usernames: Everybody has a sunset username even if he/she chooses not to use the olemiss.edu email account. If you do not know your sunset username ask me and I will look it up.

Note on concurrent log on: The system is set up to allow only one log on session to only one machine at one time. This is done to prevent any given student from hogging several machines and to keep unauthorized users out of the lab. Please do not try to log on to several machines at the same time or let ‘a few friends’ do so - it will not work. The system records and notifies me each time a user tries to log on to more than one machine. If this happens more than three times a week, I will assume the security of this user name to be compromised; and in order to protect the rightful owner of the account it will be restricted to be valid only on Monday through Friday 8 AM to 5PM.

ESTABLISHING PRINTERS AND THE COMPUTER LAB SUPPORT SITE

Establishing printers is the first thing a user should do after the first log on. This has to be done only once, and each user is responsible for maintaining his/her own printers. The instructions are posted throughout the lab.

THE LAB IS FOR SMBHC STUDENTS ONLY - NO GIRLFRIENDS/BOYFRIENDS/ROOMMATES/FRIENDS!

Everybody pretty much knows everybody’s face around here. When I see someone I have never seen before working in the lab I always check his/hers account. If it turns out to be one of your non SMBHC pals working under your username, you will lose your account and join your non SMBHC pals in Wier Hall for all your computer needs.

FINALLY, AGAIN AND AGAIN, NO FOOD OR DRINK IN THE LAB! Being seen eating or enjoying a drink in the lab is a sure way to find your account restricted or disabled.

Note on restricted/disabled accounts. These are disciplinary and/or security measures which are usually done without warning. Having your account restricted or disabled is not fun, so be mindful of the rules and regulations. If you find your account suddenly restricted or disabled, come to room 207 and see me to have it discussed and sorted out.

Costa Osadov
The Honors College Computer Lab is open 24 hours a day for Honors College students and staff only. For the privilege of having this computer lab, students must abide by certain rules and regulations.

1. All users must abide by the UM Appropriate Use Policy found in the M-Book or on the University’s Web site.

2. No food or drink is allowed in the lab.

3. No loud or disturbing behavior in the lab. If a student or students will not honor your request to be quiet, please report them to the Honors College staff.

4. Academic work takes priority over other work. Students reading email, surfing the net, playing games, or involved in other non-academic activities must give up a computer if a student needs it for class work. Also, certain computers have specialized software (MathCAD, AdobeSuite, HP Precision Scan, etc.); if you are not using one of these programs and a student needs to get on that computer, you should log out and move to another computer.

5. Student files should not be saved directly on the hard drives or desktops, but instead should be saved either in the student’s user folder (K: \ users \ <login name>), My Documents folder, or on a floppy/zip/CD disk. Student files or software saved on the hard drives will be periodically deleted.

6. The Honors lab is a privilege open only to Honors students. Letting other students in the lab or logging on other students under your name is not allowed. If you have a class group project with non-honors students and need to use a computer, you can receive permission prior to using the lab by contacting the Associate Dean.

7. The Honors College will bear no responsibility for the material burned using the CD-RW recorders in the Honors Lab. The user is solely responsible for complying with all copyright and other legal regulations related to CD writing.

When logging on after your account has been reset for any reason such as forgotten password or long period of inactivity use your sunset username (the part before @olemiss.edu) and 'first' as a password. Before the system lets you in, you will be prompted to create a password.

Failure to follow these regulations will result in loss of lab privileges. Severe or repeated infractions could lead to dismissal from the Honors College.

We want the lab to be a place where students feel comfortable and free to do their work. But it is first and foremost a lab for academic work.

Please report problems with the equipment by sending an email to cvosadov@olemiss.edu. If you have questions or concerns, direct them to Costa Osadov, Microcomputer Consultant (915-7294, or cvosadov@olemiss.edu).

(revised August 2004)
Before using the computer lab at the Sally McDonnell-Barksdale Honors College, you must agree to the following regulations and guidelines for use. Please initial beside each bullet below.

- I have read and agree to follow the attached SMBHC Computer Lab Rules and Regulations.
- I have read and agree to follow The University of Mississippi Appropriate Use Policy found in the M-Book or on the University Web site.
- I agree to respect the intended use of all computer accounts for university research, educational, and administrative purposes.
- I agree to respect the privacy of others by not sending them unwanted email messages, misrepresenting them when sending e-mail, or tampering with their accounts, files, or data.
- I agree not to attempt to break a computing system or harass other people, by developing programs for those specific purposes or by using already existing programs to do so.
- I agree not to use university-owned computers for illegal purposes, such as unauthorized copying of licensed or copyrighted software, images or files.
- I agree to limit my printing to items needed for academic purposes only, understand that repeated violation of this policy will result in assessment of charges for printing.

Whenever you use the computing resources provided by Sally McDonnell Barksdale Honors College, you are agreeing to comply with all University and Honors College policies and guidelines for computer use. If you violate any of these policies or guidelines, you are subject to loss of access to computing resources as well as to university disciplinary and/or legal action.

Upon receipt of this signed form, your account for the Honors College computer labs will be activated within 24 hours. If you have any questions about the policy, please contact Dr. John Samonds. If you have difficulty logging on once your account has been activated, please contact Costa Osadov.

Name (please print): ________________________________
Signature: _______________________________________
Date: ____________________________ University e-mail address: ________________________________
Prefered e-mail address (does not have to be olemiss.edu): ________________________________