

## IT Help Center New Student Checklist

### Pre-Connection to Campus Network

Steps to Take	Done
<p><b>Setup FirstClass and UMS Accounts –</b></p> <ul style="list-style-type: none"> <li>You should have received a letter from the University instructing you how to access your FirstClass and UMS accounts. If you have lost your ID number and activation code, please contact the IT Help Center.</li> </ul> <p>Your <b>FirstClass Account</b> is used primarily for the FirstClass system at UMaine. It is the campus wide bulletin board and email system where you can find information on events, classes, etc. Your login for this is generally lastname firstinitial middleinitial and a number, e.g. doejq8.</p> <p>Your <b>UMS Account</b> is used for almost all other systems here on campus including connection to Mainstreet, WebCT, the wireless network, etc. Generally your login for this system is firstname.lastname, e.g. jane.doe.</p>	
<p><b>Update Windows –</b> For Windows OS users, please make sure you update your operating system with all the current Windows patches.</p> <ul style="list-style-type: none"> <li>Open Internet Explorer</li> <li>Go to <a href="http://www.windowsupdate.com">http://www.windowsupdate.com</a></li> <li>Follow the prompts.</li> </ul> <p><i>Please note:</i> Microsoft will now check the legitimacy of your copy of Windows. If you are not running a legitimate copy of Windows you must purchase one and update your OS prior to connecting to the campus network.</p> <p><b>Update Mac OS –</b> To update Mac OS X,</p> <ul style="list-style-type: none"> <li>Click on the blue Apple icon in the upper left-hand corner of your screen</li> <li>Click on software update.</li> <li>Follow the on-screen prompts.</li> </ul>	
<p><b>Install Anti-Virus Software –</b> For Windows users only, if you do not have a copy of a current Anti-Virus program you may obtain one for free from the University. To obtain your free copy of Symantec Anti-Virus please stop by the IT Help Center or go to <a href="http://www.umaine.edu/it/software/antivirus">http://www.umaine.edu/it/software/antivirus</a>. Mac OS users need not install Anti-Virus. A UMS account is needed to download this software.</p>	
<p><b>Enable Windows Security Center –</b> If you are running Windows XP Service Pack 2, please</p> <ul style="list-style-type: none"> <li>Go to Start&gt;Control Panel</li> <li>Click on Security Center.</li> <li>Set Windows Update to automatically download updates</li> <li>Turn Firewall on.</li> </ul>	
<p><b>Install a More Secure Web Browser –</b> The IT Help Center strongly encourages the use of an alternate web browser such as Firefox (<a href="http://www.firefox.com">http://www.firefox.com</a>) or Opera (<a href="http://www.opera.com">http://www.opera.com</a>) over Internet Explorer.</p>	

## Connect to the Campus Network

<b>Steps to Take</b>	<b>Done</b>
<p><b>Dorm Network –</b></p> <ul style="list-style-type: none"> <li>Plug in the provided Ethernet cable into the wall and into your computer.</li> <li>Open up a web browser. You will be directed to a registration page.</li> <li>During the registration process Windows users will be requested to download a small application that will ensure your system has all the necessary Windows updates.</li> <li>If you do not have the required updates, you will be redirected to the Windows Update site. You will not have any further network access until your system is updated.</li> <li>At the end of the registration process you will be required to supply your Mainstreet (UMS) account login and password in order to complete the registration process.</li> </ul> <p>Please do not register any computer other than your own on the network as you are responsible for all systems registered under your name.</p>	
<p><b>Wireless Network –</b></p> <ul style="list-style-type: none"> <li>Connect to the access point named "Tempest". Note: Wireless networks with any other name are not maintained by the IT Department on campus.</li> <li>Once connected to Tempest, open a browser and complete the registration process.</li> <li>In order to register for the wireless network you will need your UMS account (not your FirstClass login).</li> </ul> <p>Note: Some dorms may not have access to the wireless network.</p>	

**Important Notice:** Any system on the campus network that is suspected of being compromised will be blocked from the network until the system has been cleaned. You may receive one free virus/malware cleaning per academic year from the IT Help Center. After the first cleaning you will be charged \$25/hour (1 hour minimum charge) for subsequent cleanings.