

Spring 2010

Crowder College Student Computer Use Guide

What is the Crowder College computer network?

Crowder College offers a variety of services through a computer network environment. Services such as basic Internet access, email, word processing and office applications as well as many other programs are available.

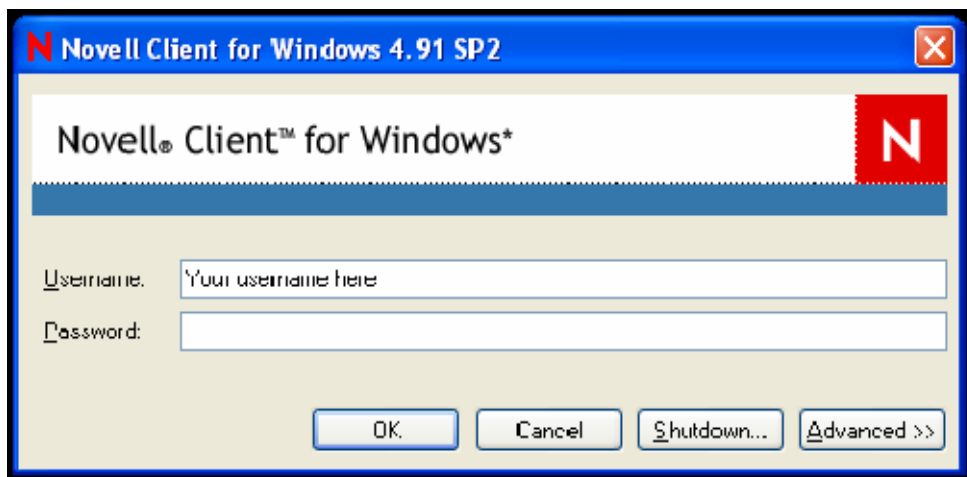
To access these services, you must first log in to a campus computer with your username and the default password, you will then be required to change your password.

- **Students** – When Logging in to a Crowder College network computer or your Crowder GroupWise Email, use your C-net username and password. Your C-net Username is your first and last name together in lower case letters. For example: Sam Jones's username is samjones. The initial password will be **password**. (With common last names, you may have a number as part of your username—contact the helpdesk help@crowder.edu or 455-5712 for information.) Upon your first login, to a computer on our campus, you will be prompted to change your password. The new password must be at least 5 letters and/or numbers and cannot be a password you have already used at Crowder.

If you have forgotten your password, please contact the Information Technology Department at 455-5712. Verification is required to request a password reset.

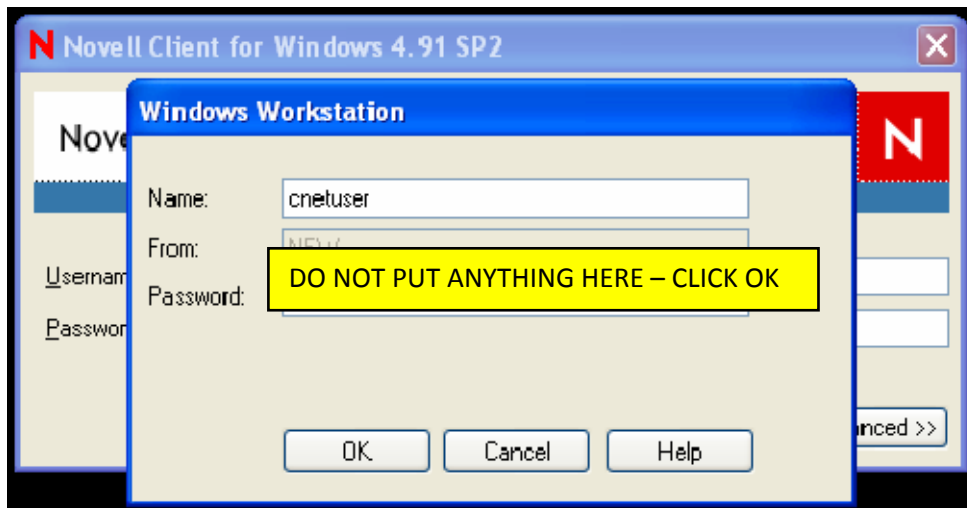
Logging into a campus computer

To login to the computer, you should be at the “Novell Client for Windows” prompt. Enter your username in the top field and your password in the bottom field, all student accounts will login to the CNET context, then click the “OK” button.



The image shows a screenshot of the "Novell Client for Windows 4.91 SP2" login dialog box. The window title bar is blue with the Novell logo and text. The main area has a light beige background with a blue header bar containing the text "Novell Client™ for Windows*" and a red square with a white "N" logo. Below the header, there are two input fields: "Username:" with the placeholder text "Your username here" and "Password:". At the bottom, there are four buttons: "OK", "Cancel", "Shutdown...", and "Advanced >>".

You will then be prompted with a “Windows Workstation” login prompt. The username field will say “cnetuser”. Do not change the username or enter anything in the password field. Click “OK” to continue.



If this is the first time you have logged into a computer on the Crowder College network, you will be required to change your password. Your new password should be at least 5 characters. Using a combination of numbers and letters is recommended. Previous passwords cannot be re-used. Students may login to one computer at a time, and will need to logout to login to another computer.

Logging out

To logout of the computer, click on the “Start” button in the lower left corner of the screen. Choose “Shut down” from the menu. Select “Restart” from the dialog box, then click “OK”. Choosing “Log off cnetuser” will not always properly log you out of the computer.

Using the Internet

Internet Explorer is the default web browser, and may be accessed through the blue ‘e’ icon. Please be considerate when using the Internet as some content may be objectionable to others. High bandwidth applications such as streaming radio or video are not permitted.

Accessing email

Email accounts are provided to all students. Email can be accessed by following the **Web E-Mail** link on the top of the <http://www.crowder.edu> website. The username and password is the same as the one used for logging in to computers on the network.

Frequently asked questions

Additional information can be found at <http://www.crowder.edu/IT/>

Contacting the Information Technology Department

Phone: 417-455-5712

(extension 5712 on the main campus)

Email: help@crowder.edu