

Lab Hardware

Location	Macintosh	Windows
Clara Dickson 1504		33 Dell workstations
Mann Library 101		15 Dell workstations
Mann Library 112		24 Dell workstations
Mann Library Loaner Laptops		20 Dell laptops
Phillips 318		48 Dell workstations
Robert Purcell CC 207		34 Dell workstations
Stimson G25		24 Dell workstations
Tjaden 221	21 Intel iMacs	
Upson B7		60 Dell workstations
Uris Library (Electronic Classroom)		25 Dell workstations
Uris Library	3 Intel iMacs	35 Dell workstations
Willard Straight Hall	6 Mac Pros	6 Dell workstations

Printers/Scanners B/W Color Scanners Resume Printer

Location	B/W	Color	Scanners	Resume Printer
Clara Dickson 1504	2			
Mann Library 112	2	1		
Phillips 318	2	1	3	
Robert Purcell CC 207	2	1	1	
Stimson G25	1	1	2	1
Tjaden 221	2	1	3	
Upson B7	2	1	2	1
Uris Library	3	1	3	1
Willard Straight Hall	2	1	1	

Wheelchair accessible

Assistive technology workstations for students with disabilities are available.
For information, call Student Disability Services, 254-4545.

Lab Software

Windows Software

Windows XP
Microsoft Office 2007
Adobe Creative Suite 4 (CS 4)

Macintosh Software

Mac OS X
Microsoft Office 2004
Adobe Creative Suite 4 (CS 4)

Additional software, including class software, is available in most labs. For the most current list of lab software, visit www2.cit.cornell.edu/labs.



Cornell University CIT Public Computing Labs

www2.cit.cornell.edu/labs

255-8812

labfeedback-L@cornell.edu

Hours subject to change

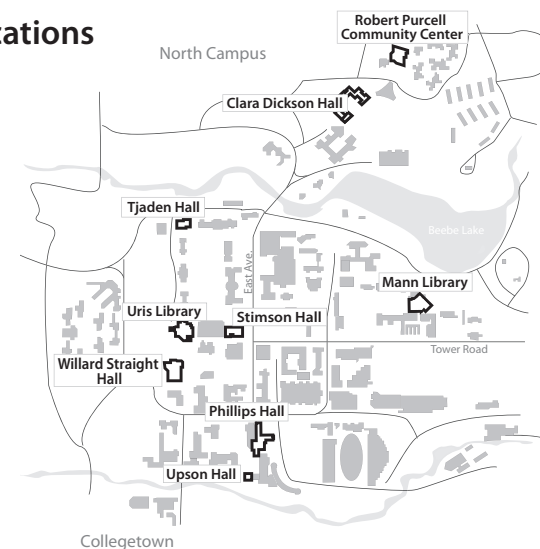
Instructional Labs

	Mon–Thur	Friday	Saturday	Sunday	Phone
Mann Library 112		Open during Mann Library hours			4-4595
Phillips 318		Open 24 Hours, 7 days a week			5-2005
Stimson G25	8am–10pm	8am–6pm	Noon–6pm	Noon–10pm	4-5017
Tjaden 221	8am–11pm	8am–9:50pm	12pm–6pm	12pm–11pm	5-9916
Upson B7		Open 24 Hours, 7 days a week			5-8812

General Labs

Clara Dickson 1504	Open 24 Hours, 7 days a week	5-9796		
Mann Library 101	Open during Mann Library hours	4-4595		
Mann Library Loaner Laptops	Available during Mann Library hours			
Robert Purcell CC 207	6am-2am, 7 days a week	5-0545		
Uris Library	24 hrs. Closes at 9p	10am-6pm	Opens at 10am	5-9572
Willard Straight Hall	Open during Willard Straight Hall hours	4-8703		

Lab Locations



To Start Work

Macintosh

- 1 If your computer has a blank screen, first move the mouse or hit the space bar. If the blank screen was a screen saver, the Macintosh screen will now become visible. You are ready to begin work.
- 2 If you need to start your Macintosh, press the designated key. Your computer will power up and you can begin work.

Windows

- 1 If your computer has a blank screen, first move the mouse or hit the space bar. If the blank screen was a screen saver, the Windows screen will now become visible. You are ready to begin work.
- 2 If you need to start your Windows computer, press the two power buttons, one on the CPU and one on the monitor.

Computer won't start?

If your computer won't power up, please ask the operator for help. If no operator is available, please move to another computer and then send e-mail including the number of the computer and the nature of the problem to labfeedback-L@cornell.edu.

To End Your Session

Important: DO NOT TURN OFF YOUR COMPUTER!

Macintosh

Select **Restart** from the **Apple** menu. This will activate a cleaning program that refreshes the hard drive for the next person.

Once you have selected **Restart**, you can leave your computer.

Windows

- 1 Select **Logout** from the **Start** menu. This will activate a cleaning program that refreshes the hard drive for the next person.

- 2 Once you have selected **Logout**, you can leave your computer.

Important: Don't lose your work. Save to a disk, flash (USB) drive, or other external media. If you have saved work only to the lab computer, it will be lost when the computer is restarted. Lab computers automatically restart after 60 minutes of inactivity.

Printing in the CIT Labs

Laser Printing through Net-Print

Most labs have two networked laser printers as part of CIT's Net-Print service. The Stimson (G25), Upson, and Uris Library labs also have Net-Print résumé printers, which enable you to use your own paper.

To use Net-Print, you will need a NetID and a Net-Print account. Printing fees in CIT labs are \$0.09 a page for black and white, and \$0.25 a page for color (fees subject to change).

Students can bill Net-Print fees to their bursar account or credit card, or to a course account if the instructor has established one. Staff and faculty members can set up a cash account or use a department account if one has been established.

Signing Up for Net-Print

Bursar-billable students can sign up for an instantly available, bursar-billed account through the Net-Print web site at www.cit.cornell.edu/net-print/.

You can also get Net-Print cash deposit forms from the CIT Contact Center (HelpDesk).

Using Net-Print

To find out how to use Net-Print, see the web site at www.cit.cornell.edu/net-print/.

Protect Your Account When Using Net-Print

In CIT labs, use of Net-Print is authorized through Cornell's Kerberos system, which also protects access to e-mail and other Cornell services.

If you do not have an active Kerberos "ticket" when you choose the Print command, you will be prompted for your NetID and password. If you have a Net-Print account, you will then be issued a Kerberos ticket.

Be sure to cancel, or **clear**, this ticket when you are finished to prevent someone else from billing their printing to **your account!** See "Practicing Safe Computing" below for details.

Practicing Safe Computing

The CIT Labs use a network security system called Kerberos. When you enter your password, Kerberos will give you a "ticket." This ticket will give you access to other Cornell services that use Kerberos, including e-mail and printing through Net-Print.

- Always cancel, or "clear," your ticket anytime you leave a lab computer. You can do this on Windows by closing the small yellow window with your NetID in it, and on a Macintosh by clicking the Kerberos icon and choosing **Destroy Tickets**.

- Logging out on Windows or restarting a Macintosh will also clear your ticket.