

# Helpsheet:

## Personal computers @ Deakin

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Deakin staff and students are able to bring their own computers on campus and connect to the Deakin network if needed.

This helpsheet provides an overview of how to do this and refers you to other ITSD documentation to help with the various steps.

This helpsheet is aimed at laptop users. However the information also applies to desktop users, should you choose to bring your desktop computer on campus.

### Overview

You can use your personal computer in various areas of the University including the cafeteria and libraries on all campuses, as well as the internet cafés on the Melbourne Campus at Burwood and the Geelong campus at Waurin Ponds.

Student residences have network connections available for use while living on campus. See the *Using personal computers in student residences* helpsheet for specific information.

The process for using your personal computer on campus varies according to your operating system and the type of network connection available, but the outline is as follows.

### What you need to supply

You supply the workstation and networking device, including cables if needed. You need to know your operating system and have the CDs on hand just in case they are needed during setup.

Obtain the relevant user guides and/or helpsheets from the ITSD Publications website located at <[www.deakin.edu.au/its/publications/](http://www.deakin.edu.au/its/publications/)>

### Required hardware

In order to function on a network, you need a network card and cable, or a wireless network device (no cable required). Your computer may already have a networking device installed at purchase, or these can be purchased separately.

Note that because of the vast number of different makes and models of network devices available, ITSD is unable to support the installation and setup of these cards in privately owned workstations. Your retailer may be able to assist you with this.

### Setting up your connection

Refer to either the *Wireless* or *Wired networking* user guides and/or helpsheets for your operating system and follow the instructions to set up and configure your network connection.

Note that ITSD documentation assumes that your equipment is in a known working state and complies with the *Computer Standards* of Deakin University. You can check the current standards at <[www.deakin.edu.au/current-students/it-support/computer-standards.php](http://www.deakin.edu.au/current-students/it-support/computer-standards.php)>

### Ongoing access to Deakin's network

After you have successfully set up your connections, each time you use your computer on campus at Deakin, you need to:

## **Using a wireless connection**

1. Be within range of a wireless access point (see the wireless network website <[www.deakin.edu.au/its/wireless](http://www.deakin.edu.au/its/wireless)> to find the locations) and insert and/or activate your wireless networking device.
2. Map a network drive to your home directory area, if required. See the *Mapping a network drive* helpsheet for your operating system for details.
3. Adjust your email and web browser settings for use with Deakin's network. Refer to the *Configuring Firefox for use at Deakin* helpsheet for your operating system, and the *Email @ Deakin* helpsheet for these steps.
4. Complete your work.
5. Remove or switch off your wireless connection when you are finished.
6. Adjust your email and web browser settings for your normal internet connection method.

## **Using a cabled connection**

1. Locate a vacant network point and connect your network cable to it and your computer.
2. Map a network drive to your home directory area, if required. See the *Mapping a network drive* helpsheet for your operating system for details.
3. Adjust your email and web browser settings for use with Deakin's network. Refer to the *Configuring Firefox for use at Deakin* helpsheet for your operating system, and the *Email @ Deakin* helpsheet for these steps.
4. Complete your work.
5. Disconnect your network connection when you are finished.
6. Adjust your email and web browser settings for your normal internet connection method.

## **What you can do once you are connected**

Once you have successfully connected to Deakin's network, you can:

- Use Deakin's website and intranet
- Map a network drive to your home directory and/or shared work area. See the *Mapping a network drive* helpsheet for your operating system.
- Connect to the Internet using your web browser.
- Run the software that is installed on your own computer
- Check your email (Webmail for students, Outlook for staff). See the *Using email @ Deakin* helpsheet for further information.

## **What you can't do when connected**

When you are connected to Deakin's network, you are not able to:

- Print to computer laboratory printers;
- Run software installed on computer laboratory workstations from your computer.

## **Need help?**

Go over the instructions to make sure you have correctly set up your connection. If you are a student, see an ITSD lab support officer on your campus.

Check the ITSD Publications website at <[www.deakin.edu.au/its/publications](http://www.deakin.edu.au/its/publications)> for more information.

Contact the IT Service Desk from <[www.deakin.edu.au/its/service/itdesk/](http://www.deakin.edu.au/its/service/itdesk/)> or ext. 72400 for further assistance.