

# **CHE STUDENT COMPUTING GUIDE**



**QUESTIONS?**

**[chesupport@engr.orst.edu](mailto:chesupport@engr.orst.edu)**

## GETTING STARTED: ACCOUNTS

Anyone taking any course offered within the College of Engineering (COE) may have a Engineering (ENGR) computing account. This account will provide access to both the UNIX and NT networks within the College. Engineering accounts are **REQUIRED** for use with the computers in the Chemical Engineering department. OSU accounts (ONID) will not permit access to COE computers.

### How do you get a COE computing account?

Account activation is automatic once you have registered! **PLEASE REGISTER FOR YOUR CLASSES FIRST**. Once registered, you may use any browser for access to the Colleges "Account Management Page" at <http://enr.oregonstate.edu/teach>. If a browser is not readily available, you may use the account machines located in Batcheller 045 and 151, Dearborn 115 and 119, Hovland 108, Owen 241, Rad Center 130, or Rogers 338. Follow the instructions at the account creation terminal.

Note: Courtesy faculty may acquire accounts by emailing [chesupport@enr.orst.edu](mailto:chesupport@enr.orst.edu).

**A note on passwords:** The password requirement for the COE is that it be at least 6 -8 characters and that they be mixed between numbers, letters and symbols. Letters followed or preceded by numbers will not be accepted.

**Account removal:** Accounts are removed a full term after you last registered, roughly 3-4 months after the term ends. You receive **PLENTY OF WARNINGS** if your account is slated for removal, so you won't be surprised, just read your email, and you will have plenty of time to react. Grads who are finishing up and *\*not\** registering, must have a request sent via their major professor for extensions to their enr account or lose access to services.

## 1. SERVICES

PLEASE READ ABOUT YOUR SERVICES VIA THE WEB:  
<http://enr.oregonstate.edu/computing/services/supported.html>

All computer support questions should be sent to: [chesupport@enr.orst.edu](mailto:chesupport@enr.orst.edu)

CHE registered students may use the computers in the CHE Department as well as "open" computers in the labs of the College of Engineering. If you do not register each term, some services can be lost. Your account will be fine, just logons and printing may be denied in our CHE facilities if you are not registered for CHE classes. **STAY REGISTERED!**

CHE maintains computers in several rooms for undergrad and grad students.

The open labs currently are:

CHE LABS			COLLEGE Labs		
Gleeson 208 (grad only)	10	3 GHz PCs 2 GB RAM DVD/RW	Dearborn 115	25	3.0 GHz PCs CDRW
Gleeson 002 (Spring)	20	3 GHz PCs 2 GB RAM DVD/RW	Dearborn 119	26	3.0 GHz PCs CDWR
Gleeson 204	10	2.5 GHz 512 MB RAM	Owen 237	32	3.0 GHz PCs CDWR
Gleeson 08	4	2.5 GHz 512 MB RAM	Rogers 338	23	HP C3600
			Graf 202	25	2 GHz PCs

Read more about these labs at <http://engr.oregonstate.edu/computing/labs/>

NOTE: Other computer facilities on campus are maintained by Information Services (IS) or other COLLEGES and DEPARTMENTS. Access to these computing services requires DIFFERENT ACCOUNTS than your ENGINEERING account, such as the ONID computer account, issued to \*all\* OSU students. See <http://www.onid.orst.edu/> for more info on that account and the services it supplies.

You can easily use the disk space provided by ONID (currently 250MB) to supplement the disk space supplied by the COE and CHE. Browse or map a network drive to <\\onid-fs\username> using your ONID username and password.

## 2. EMAIL

Your email address provided by the College of Engineering is **<username>@engr.orst.edu**

You may use this email address if you choose to, or you may forward it to another personal account. The email sent to this address is important. Take the time to read or forward. To forward your engr email, log on to <http://engr.oregonstate.edu/teach> . On the left hand side, under “Account Tools” will be an option “Email Forwarding”. Click this and follow the directions on the page.

For reading email, you may use Unix apps like Pine, Webmail, or an email client such as Thunderbird or Outlook Express. In the college's computer labs, settings for Outlook Express are configured at login. Just open the program and click on engr.orst.edu in the mail folders window and download the folders for the first time. You may wish to have Outlook Express remember your password for ease of use. The address for webmail is <https://webmail.engr.oregonstate.edu>

### **CONFIGURING EMAIL CLIENTS at HOME:**

IMAP is always the better choice if adding the account to a mail client like Outlook Express, MS Outlook, Netscape Messenger, Eudora, etc. The settings would be:

Protocol: IMAP

Incoming Server: engr.orst.edu

Outgoing(SMTP) server: Your ISPs outgoing mail server.

account name:(COE username)

password: XXXXXXXX

For complete instructions on setting up Secure IMAP in Outlook Express, go to: <http://engr.oregonstate.edu/computing/email/86>

### **EMAIL QUOTAS**

<i>Email Quotas</i>	Soft limit	Hard limit
Students	35MB	50MB
Faculty	75MB	100MB

Email Quotas pertain to your Inbox *\*only\**. You will be sent automated email warnings that you are reaching or have exceeded your quota and that you need to reduce the size of your inbox. A larger 'hard' limit is then in effect for a grace period of one month. If you do not drop back down below the soft limit within a month, or if you exceed the hard limit your email account will become unusable.

Creating folders on the mail server itself (engr.orst.edu) to store mail outside the INBOX is the best solution to keeping your INBOX under quota. This is accomplished by making sure new folders are created under engr.orst.edu in Outlook Express or the Web mail client. If nothing else, move large attachments to disk, and clean out your sent-mail folder frequently.

You can FORWARD your ENGR mail to any of your personal email addresses via your Account Management Homepage for the College: <http://engr.oregonstate.edu/teach>

### 3. UNIX SHELL ACCOUNT

All COE accounts include a UNIX shell account. There are a number of machines through which you may access a UNIX shell and into your personal disk space (home area). Use SSH Secure Shell to access the UNIX workstations. DO NOT USE WINDOWS TELNET.

SSH Secure Shell is available on all Windows boxes in the College. Download for your home PC via <http://www.ssh.com/downloads/>

"flop.engr.orst.edu" or "access.engr.orst.edu" are the preferred servers for connecting in UNIX.

### 4. DISK SPACE

Students have 550MB of disk space. The space is backed up nightly. Lost files are restored easily, just email us. Disk quotas have 'soft' and 'hard' limits. The 'soft' limit is the amount that you should try to stay below. You are allowed to exceed the soft limit for a "grace period". You will be sent email reminders telling you how long you have until your grace period expires. Once your grace period expires, you will not be able to write any more files to your home area. In no case will you be able to exceed the hard limit for any amount of time.

<i>Disk Quotas</i>	<b>Soft limit</b>	<b>Hard limit</b>
<b>Students</b>	450MB	550MB
<b>Faculty</b>	1000MB	1250MB

Grad students, request more disk space if you need it for your research. Contact [chesupport@engr.orst.edu](mailto:chesupport@engr.orst.edu) and we will set you up. We also have project disk space available for you and your faculty. Ask your faculty about access to their shared folders.

### 5. PRINTING

There is a 500 page printing quota per term on ALL COLLEGE PRINTERS.

#### **Adding printers in Windows**

Most lab machines have scripts that add printers automatically. Check your "printers" folder for what printers you are mapped to.

Connect to additional CHE printers via the server "sid" (To add printers use the start menu: Start=>Run=>\\sid=>OK. Right-click the printer and choose "Connect")

#### **Checking Usage**

You can check your assorted quotas by choosing 'Login to ENGR' on the Engineering Account Management web site, <http://engr.oregonstate.edu/teach>

## 6. WINDOWS PROFILES

### To make your Windows environment run smoothly:

- When you log on in the PC labs, your “home area” is mounted to the drive letter “Z”.
- Drive letter "Y" is mounted to your web folders with a corresponding URL of [enr.oregonstate.edu/~username](http://enr.oregonstate.edu/~username) OR [che.oregonstate.edu/~username](http://che.oregonstate.edu/~username)
- To make files world-readable, and available via the WWW, create and edit files in the “Y drive”
- Do not store files and folders on your “Desktop” or anywhere on C:\ , they are not backed up; Store your files directly on Z:\ or your own personal disk, if you wish.
- Create shortcuts to folders on the desktop, but don't store any actual data there.
- Outlook Express is preconfigured to use with your account, open and click on "enr.orst.edu" to refresh your mail folders.
- You may customize your windows desktop with custom colors, backgrounds, etc. These settings are saved within your Windows profile.
- Your major professor may have server space that you can access to swap files with them. Ask them about it.
- Off-campus, you get to your "Z-drive" using SSH for Windows, available on the ORSTWARE CD free. Pick it up at the library.
- Save early and often, and when you have problems, email us and we'll try and help. [chesupport@enr.orst.edu](mailto:chesupport@enr.orst.edu)

## 7. OTHER RESOURCES

The Graduate Student Multimedia Presentation Center (G.S.M.P.C.)

This facility is a graduate student-run multimedia user laboratory. It provides multimedia facilities, equipment and technical support for Oregon State University graduate and professional students producing and presenting Academic Work. This can be for, but not limited to Conferences, Defenses, Departmental Seminars and Independent Research.

<http://oregonstate.edu/dept/is/gsmc/>

Grad School Resources:

The grad school has great survival guides for you at their web site.

[http://oregonstate.edu/dept/grad\\_school/index.htm](http://oregonstate.edu/dept/grad_school/index.htm)

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