

STUDENT COMPUTING AT MILLSAPS

Your Account

Computer accounts are generated for students enrolled in classes at Millsaps. As an entering student, you will be assigned a username and password based on personal information.

Your username is formed from the first five letters of your last name, your first initial, and your middle initial. For example, Reuben Webster Millsaps would have had "millsrw" for his username.

Your password is initially set to an eight digit number formed from the four digits of your birth year and the last four digits of your social security number. For example, since Major Millsaps was born in 1833, and if, say, his social ended in 1234, his initial password would have been "18331234". **It is important to change your password as soon as possible to protect your privacy.**

TO CHANGE YOUR PASSWORD:

1. Go to **majoraccess.millsaps.edu**
2. Log in by entering your assigned username and password
3. At the main screen or the "Current Students" screen, click on the "Change Password" tab at the top of the page.
4. Enter your username, the old password, and the new password twice.

Email

Email is an important way of communicating at Millsaps. You will be given a mailbox on the Exchange Server, and once you arrive on campus, you may use Microsoft Outlook for PC or Enourage for Mac as your primary e-mail application. Your email address will be:

username@millsaps.edu

Web Mail is a way to access your email from anywhere using most web browsers.

TO VIEW WEB MAIL:

Go to **mail.millsaps.edu** and type in your Millsaps username and password.

Major Access

Major Access allows you to view course listings in upcoming semesters, financial aid information, grades and transcripts, and your class schedule. It also lets you change your password and email your advisor.

TO VIEW MAJOR ACCESS:

To log in, go to **majoraccess.millsaps.edu** and type in your Millsaps username and password.

Be sure to read and accept the Acceptable Use Policy, a document outlining what actions are acceptable on the Millsaps network.

Facilities

There are two general purpose computer labs available on campus, located in Sullivan Harrell Hall and in the Library. The computers in these labs have the software necessary for most student tasks, including the Microsoft Office 2007 package. Lab facilities have access to all library catalogs, email, network storage, and files stored on the network share area.

There are also labs within some academic departments for use by students taking certain classes or with certain majors. The software package in each of these labs is designed to meet the needs of that disciplinary field.

Available Software

Microsoft Office

Millsaps works with Microsoft to provide residential students with the latest versions of Microsoft Office for Windows and Macintosh.

Antivirus Protection

Millsaps helps students protect their computers by assisting with installations of Microsoft's Security Essentials, which protects from viruses and other malware.

Phone Service

All residence hall rooms are equipped with phone jacks. Students wanting to use a landline in their room can contact ITS, where they will be charged per semester for service.

Support

ResNet: New South 125

Contact this office after the first week of fall semester classes for general computer assistance including wireless setup, software installation, and virus and malware removal.

Open for walk-ins:

Sun - Thurs 6pm - 10pm
Fri - Sat 1pm - 5pm

Email: resnet@millsaps.edu
Phone: 601-974-1899

HelpDesk: Academic Complex 105

Contact this office during summer semesters or before ResNet opens in the fall.

Open for walk-ins:

Sun - Thurs 8am - 6:30pm
Fri - Sat 8am - 4:30pm

Email: helpdesk@millsaps.edu
Phone: 601-974-1144 or 1155

USEFUL LINKS:

Millsaps Web Site

<http://www.millsaps.edu/>

Outlook Web Access (Web Mail)

<http://mail.millsaps.edu/>

Major Access

<http://majoraccess.millsaps.edu/>

ITS Website

http://millsaps.edu/administrative_offices/information_technology_services.php

Millsaps College Course Connect

<http://courses.millsaps.edu/>

ResNet

ResNet, short for Residential Networking, is a service that provides students access to the network and the internet in their residence halls.

An **Ethernet** cable is all that is needed to connect a computer to the network in the residence halls. 10' and 25' cables are available and may be purchased affordably at the ITS Helpdesk Office by check or student account chargeback.

Wireless is available in all residence halls, but the wired connection is preferred because it is more secure and faster.

At Move-In

When students move in, ResNet staff will be available at The Hub to assist with wireless setup and software installation. Information on The Hub's hours and location will be available at move-in

For the first week of classes, ResNet will continue to staff The Hub for any students who still need assistance. In addition, ResNet's normal office located in New South Hall will be open as well.

Wireless

Wireless access is available to members of the Millsaps Community and honored guests. All college residence halls, academic buildings, and many outside areas like the bowl are covered by MajorAir, an 802.11 b/g wireless network.

Computer Purchases

Windows

Millsaps College partners with Dell, Inc. to offer the employee and education purchase program. This program entitles all students enrolled in classes educational discounts on Dell computer systems, products, and accessories.

FOR DELL PURCHASES:

Go to:

<http://www.dell.com/millsaps>

To order by phone, call the Educational Computing Initiative sales number at 1-888-987-3355, and refer to Member ID US15151048.

Macintosh

The Apple Store also offers higher educational discounts and local retail support.

FOR APPLE PURCHASES:

Go to:

<http://www.apple.com>