1. Keep all software that came with your computer. Save on disk or “burn” copies of important files on a regular basis, in case the hard drive is damaged or a virus requires you to reformat your hard drive and re-install the software on the computer.

2. Back up your data. As a rule of thumb, store your files in the “My Documents” folder, making it easy to locate and copy your files for backup.

3. Use of peer-to-peer file sharing is a violation of university policy if it is used to share copyrighted materials illegally. View ECU copyright policies at www.ecu.edu/its/policies.

4. Be selective when installing “free” programs or toolbars that are offered to you via e-mail or the Web. Many of these programs create pop-up advertising or track your movements on the Internet for marketing reasons.

5. Consider using one of the many “malware” and “adware” detection and removal programs available on the Web. These help remove the pop-up ads and Internet tracking programs used by marketers. Some “malware” and “adware” programs cannot be easily removed. Reliable applications such as “Spybot Search & Destroy” and “Ad-Aware” are free and can be found at www.download.com.

6. To help prevent theft, keep your doors locked. Never leave your laptop unattended. Consider using a cable lock for your laptop. You can purchase one at the Dowdy Student Stores.

7. Keep AntiVirus software up to date by using the “Live Update” feature and be sure to scan your computer weekly.

8. Install critical Microsoft patches and updates using Microsoft Update. Many viruses use security openings in Windows software that can even get by AntiVirus software.

9. Install a copy of Symantec (Norton) AntiVirus from ECU; there is no charge to install a copy on your computer. You can pick up the software from the Austin Computer Lab (Austin 104) or from the Technology Resource Center (Austin 105).

10. When leaving your computer unattended, log off or lock your screen by enabling the password feature on your screen saver. You are responsible for any access to the ECU network from your computer.
GUIDE TO CHOOSING THE RIGHT COMPUTER AT ECU

These recommendations are based on the needs of various ECU Academic Majors who have computer requirements or recommendations. Students should consult with their advisor to see if their intended major has a requirement or recommendation specific to their major. Students should purchase computers that meet or exceed these recommendations.

Minimum Recommended Configurations

<table>
<thead>
<tr>
<th>Type of Activity</th>
<th>General Use</th>
<th>General use</th>
<th>General use</th>
<th>General use</th>
<th>General use</th>
<th>Support Available from ACE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Word processing</td>
<td>Word version</td>
<td>Digital photography</td>
<td>Ultra lightweight</td>
<td>Design applications</td>
<td>Web surfing</td>
<td>Hardware Repair (Lanova / Apollo Only)</td>
</tr>
<tr>
<td>Email</td>
<td>Email</td>
<td>Email</td>
<td>Email</td>
<td>Email</td>
<td>Email</td>
<td>• In-parts stock available</td>
</tr>
<tr>
<td>Web surfing</td>
<td>Web surfing</td>
<td>Web surfing</td>
<td>Web surfing</td>
<td>Web surfing</td>
<td>Web surfing</td>
<td>• Hardware upgrade (memory, col, etc.)</td>
</tr>
<tr>
<td>Email</td>
<td>Email</td>
<td>Email</td>
<td>Email</td>
<td>Email</td>
<td>Email</td>
<td>• Provide loaner (if available)</td>
</tr>
<tr>
<td>Design applications</td>
<td>Design applications</td>
<td>Design applications</td>
<td>Design applications</td>
<td>Design applications</td>
<td>Design applications</td>
<td>• Installing MIS Office, troubleshooting installs, basic configuration of Office</td>
</tr>
<tr>
<td>Web surfing</td>
<td>Web surfing</td>
<td>Web surfing</td>
<td>Web surfing</td>
<td>Web surfing</td>
<td>Web surfing</td>
<td>• Student must provide install CD and valid license key</td>
</tr>
<tr>
<td>Video production</td>
<td>Video production</td>
<td>Video production</td>
<td>Video production</td>
<td>Video production</td>
<td>Video production</td>
<td>• Operating System</td>
</tr>
<tr>
<td>Gaming</td>
<td>Gaming</td>
<td>Gaming</td>
<td>Gaming</td>
<td>Gaming</td>
<td>Gaming</td>
<td>• Windows XP troubleshooting</td>
</tr>
<tr>
<td>Video production</td>
<td>Video production</td>
<td>Video production</td>
<td>Video production</td>
<td>Video production</td>
<td>Video production</td>
<td>• System restore</td>
</tr>
<tr>
<td>• Driver conflict resolution</td>
<td>• Driver conflict resolution</td>
<td>• Driver conflict resolution</td>
<td>• Driver conflict resolution</td>
<td>• Driver conflict resolution</td>
<td>• Driver conflict resolution</td>
<td>• Vendor referral</td>
</tr>
<tr>
<td>Spyware/Malware</td>
<td>Spyware/Malware</td>
<td>Spyware/Malware</td>
<td>Spyware/Malware</td>
<td>Spyware/Malware</td>
<td>Spyware/Malware</td>
<td>• Troubleshoot and repair virus problems</td>
</tr>
<tr>
<td>• Instruction on how to use removal applications</td>
<td>• Instruction on how to use removal applications</td>
<td>• Instruction on how to use removal applications</td>
<td>• Instruction on how to use removal applications</td>
<td>• Instruction on how to use removal applications</td>
<td>• Instruction on how to use removal applications</td>
<td>• Removal of viruses</td>
</tr>
<tr>
<td>Location of ACE Support Centers</td>
<td>Location of ACE Support Centers</td>
<td>Location of ACE Support Centers</td>
<td>Location of ACE Support Centers</td>
<td>Location of ACE Support Centers</td>
<td>Location of ACE Support Centers</td>
<td>• Assistance connecting to ECU Network</td>
</tr>
<tr>
<td>• Assist East Campus - Austin 101 - 252-328-5407</td>
<td>• Assist East Campus - Austin 101 - 252-328-5407</td>
<td>• Assist East Campus - Austin 101 - 252-328-5407</td>
<td>• Assist East Campus - Austin 101 - 252-328-5407</td>
<td>• Assist East Campus - Austin 101 - 252-328-5407</td>
<td>• Assist East Campus - Austin 101 - 252-328-5407</td>
<td>• Troubleshoot wireless network problems</td>
</tr>
<tr>
<td>• RESNET referral or local ISP</td>
<td>• RESNET referral or local ISP</td>
<td>• RESNET referral or local ISP</td>
<td>• RESNET referral or local ISP</td>
<td>• RESNET referral or local ISP</td>
<td>• RESNET referral or local ISP</td>
<td>• Desktop PC</td>
</tr>
<tr>
<td>Windows XP Professional</td>
<td>Windows XP Professional</td>
<td>Windows XP Professional</td>
<td>Windows XP Professional</td>
<td>Windows XP Professional</td>
<td>Windows XP Professional</td>
<td>• 3 Year Warranty</td>
</tr>
<tr>
<td>• Advertising</td>
<td>• Advertising</td>
<td>• Advertising</td>
<td>• Advertising</td>
<td>• Advertising</td>
<td>• Advertising</td>
<td>• Antivirus Software</td>
</tr>
</tbody>
</table>

EDUCATE YOURSELF ON ECU’S COMPUTER USE POLICIES

In-stock parts available
• Free warranty up to 3 years
• Provide loaner (if available)
• Installing MIS Office, troubleshooting installs, basic configuration of Office
• Student must provide install CD and valid license key

Support Available from ACE

Hardware Repair (Lanova / Apollo Only)
• In-parts stock available
• Hardware upgrade (memory, col, etc.)
• Provide loaner (if available)
• Installing MIS Office, troubleshooting installs, basic configuration of Office
• Student must provide install CD and valid license key

Distribution Systems
• Operating System
• Windows XP troubleshooting
• System restore
• Troubleshoot and repair virus problems
• Removal of viruses

Spyware/Malware
• Instruction on how to use removal applications
• Advice on recommended removal applications (Spybot, Ad-Aware, etc.)

Location of ACE Support Centers
• Assist East Campus - Austin 101 - 252-328-5407
• Assist East Campus - Austin 101 - 252-328-5407
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• Assist East Campus - Austin 101 - 252-328-5407
• Assist East Campus - Austin 101 - 252-328-5407
• Assist East Campus - Austin 101 - 252-328-5407

Network/Wireless
• Assistance connecting to ECU Network
• Troubleshoot network connectivity problems, networking hardware
• RESNET referral or local ISP

Library Resources

With so little time and so many assignments, who struggles with research: finding style guides and citing references? Take a look at some of the electronic library resources ECU offers that can really help you be more organized and efficient (and less stressed!)

Research Made Easy

While internet searches can turn up so much new and out of the ordinary Web sites about research topics, sometimes those sites contain random information that might not be trustworthy. Why spend precious time sifting through “the good, the bad, and the ugly” when the staff at Joyner Library has already done this tedious work for you?

Take a trip to the Joyner Library Virtual Reference Desk (www.lib.ecu.edu/Reference/ reference.html) to find links to a wealth of information on a broad range of topics—from the Civil War Battle of Gettysburg to early West Virginia neurological disorders—like Parkinson’s Disease. Other topic categories are geography, consumer health, government, law and politics, and science and technology—many, many more.

Pirate Source

Joyner Library has developed an interactive database of more than 2,000 of the best reference sources available to ECU students, faculty and staff. The database, called Pirate Source, integrates the library’s CD-ROM and other print and Internet resources. Pirate Source empowers you by giving you control of your research: choose your specific information needs.

Follow these steps:
1. First, select a subject.
2. Next, select the type of materials you need: e.g., scholarly articles, biographical information, encyclopedias, primary sources, etc.
3. Decide whether or not you want to limit the material retrieval to items available on the Web or in other electronic form.
4. Next, display the descriptions of the resources.
5. Click “View Relevance” to see a list of the library’s holdings. See also “Site Search” for a list of Internet sites. The site search is a good starting point.
## Recommended Configuration: High End Multimedia/Design

For high end computing involving graphic & design applications such as AutoCAD that require OPEN GL VIDEO, your computer should meet these minimum specifications:

### Minimum Configuration Requirements

<table>
<thead>
<tr>
<th>Component</th>
<th>Specification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating System</td>
<td>Windows XP Pro</td>
</tr>
<tr>
<td>Processor</td>
<td>Pentium M equivalent or better</td>
</tr>
<tr>
<td>RAM</td>
<td>at least 1GB or greater</td>
</tr>
<tr>
<td>Hard Drive capacity</td>
<td>at least 100 GB or greater</td>
</tr>
<tr>
<td>Optical Drive</td>
<td>CD-RW/DVD Combo</td>
</tr>
<tr>
<td>Video Card (this requirement is critical for running CAD applications!)</td>
<td>128 MB OPEN GL Video card or greater</td>
</tr>
<tr>
<td>Network connection</td>
<td>10/100 Ethernet card</td>
</tr>
<tr>
<td>Wireless Card (for laptops)</td>
<td>802.11b or 802.11g wireless card</td>
</tr>
<tr>
<td>Modem (for off-campus dial up access only)</td>
<td>56K</td>
</tr>
<tr>
<td>USB ports</td>
<td>at least 2 USB 2.0 slots</td>
</tr>
<tr>
<td>Antivirus Software</td>
<td>Windows XP Pro</td>
</tr>
</tbody>
</table>

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**University IT Help Desk**

- **Hours:** M-F: 8am - 5pm
- **Additional Student Hours:** Sat-Sun: 8am - 12am
- **Phone:** (252) 386-9866
- **Email:** helpdesk@ecu.edu
- **Website:** [IT Help Desk](http://www.ecu.edu/it/ithelpdesk)

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**Edu Campus Technology Digest**

The ECU Student Technology Digest is a comprehensive source of information about ECU’s computer and network services. If you have questions about ECU’s computer policies, computer lab open hours, computing services, or computer lab situations, and general computing questions that need to be addressed, you can access the ECU Student Technology Digest at [ecu.edu/itu](http://www.ecu.edu/itu).

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**Specific Computer Requirements for ECU College of Engineering and Technology Science Fall 2006**

**Recommended Configuration: High End Multimedia/Design**

For high end computing involving graphic & design applications such as AutoCAD that require OPEN GL VIDEO, your computer should meet these minimum specifications:

<table>
<thead>
<tr>
<th>Component</th>
<th>Specification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating System</td>
<td>Windows XP Pro</td>
</tr>
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<tr>
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<td>at least 1GB or greater</td>
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<tr>
<td>Hard Drive capacity</td>
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<tr>
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</tr>
<tr>
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<td>56K</td>
</tr>
<tr>
<td>USB ports</td>
<td>at least 2 USB 2.0 slots</td>
</tr>
<tr>
<td>Antivirus Software</td>
<td>Windows XP Pro</td>
</tr>
</tbody>
</table>

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**Additional Requirements for Specific Departments**

<table>
<thead>
<tr>
<th>Component</th>
<th>Specification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Laptop</td>
<td>Required</td>
</tr>
<tr>
<td>Windows XP Pro</td>
<td>Required</td>
</tr>
<tr>
<td>Pentium M equivalent or better</td>
<td>Required</td>
</tr>
<tr>
<td>at least 1GB or greater</td>
<td>Required</td>
</tr>
<tr>
<td>CD-RW/DVD Combo</td>
<td>Required</td>
</tr>
<tr>
<td>128 MB OPEN GL Video card or greater</td>
<td>Required</td>
</tr>
<tr>
<td>Ethernet card</td>
<td>Required</td>
</tr>
<tr>
<td>10/100 Ethernet card</td>
<td>Required</td>
</tr>
<tr>
<td>802.11b or 802.11g wireless card</td>
<td>Required</td>
</tr>
<tr>
<td>at least 2 USB 2.0 slots</td>
<td>Required</td>
</tr>
</tbody>
</table>

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**Specific Additional Requirements**

- **Construction Management**
  - Laptop is Required
  - Video card must be Open GL
  - Windows XP Pro

- **Design Engineering**
  - Laptop is Required
  - Video card must be Open GL
  - Windows XP Pro

- **Industrial Technology**
  - Laptop is Required
  - Video card must be Open GL
  - Windows XP Pro

- **Information and Computer Technology**
  - Laptop is Required
  - Windows XP Pro

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**Specific Requirements for Additional Departments**

- **Construction Management**
  - Laptop is Required
  - Video card must be Open GL
  - Windows XP Pro

- **Design Engineering**
  - Laptop is Required
  - Video card must be Open GL
  - Windows XP Pro

- **Industrial Technology**
  - Laptop is Required
  - Video card must be Open GL
  - Windows XP Pro

- **Information and Computer Technology**
  - Laptop is Required
  - Windows XP Pro

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**CHOOSING THE RIGHT COMPUTER AT ECU**

East Carolina University Departmental Computer Requirements and Recommendations for Fall 2006

The following academic degree programs require or recommend their students to have a computer that meets the minimum specifications for their major. These requirements are subject to change; students should check with their academic advisor before making that decision on a computer.
ITCS provides many services and products that you will use every day to complete tasks related to your classes. Whenever you need assistance with any of these services or products, you can turn to one of many IT help resources!

WWW.ECU.EDU/9866

ADDITIONAL SUPPORT:
SAT-SUN, 8:00AM-12:00AM
MON-THURS, 4:00PM-12:00AM

For additional assistance related to computer selection visit www.ecu.edu/ace, or contact Charlie Justice, ACE Initiative, Academic Computing, 252-328-9128, justicec@ecu.edu

David Stambaugh, ECU Dowdy Student Stores, 252-328-6731, stambaughd@ecu.edu

FREQUENTLY ASKED QUESTIONS

Should you shop around for a computer?

We encourage parents and students to shop around. Use our recommendations to ensure that the models you are comparing contain all of the key components we recommend. ECU’s Dowdy Student Stores offers ACE recommended models that include 3-year warranty and accidental damage insurance (ThinkPads only, Mac-minions carry purchase Thinkware protection separately).

What do students use computers for?

College students use computers for a multitude of things. Communication is one main use: e-mailing, instant messaging, and online chat for class. Professors use e-mail to communicate with their students. Online course assignments like Blackboard are used by most faculty to post class notes, assignments, resources, quizzes and grades. Many of ECU’s classes involve a combination of face to face meetings with online participation.

Students use applications like Microsoft Word, Excel and PowerPoint to complete assignments. Many departments have specific software packages that students may need to complete their assignments.

What software do ECU students need?

Many students use Microsoft Office, a suite of programs that allows students to complete their academic related tasks. Special discount pricing available through ECU’s Dowdy Student Stores makes the software very affordable.

Symantec Antivirus is recommended for student computers to access ECU’s network, and is provided free of charge. Students can download the software for free from www.symantec.com/edu.

Additional software may be required by your instructors. Check with your department for specific requirements. Many of these required software packages are available through ECU’s Dowdy Student Stores at discount pricing.

How do you connect to the Internet on campus?

ECU residence halls have network access in every dorm room. Computers should have a standard Ethernet port and cable. Your computer must also be running a currently supported operating system (Windows 2000, Windows XP or Macintosh OS 10 or higher). Wireless access is available on ECUs main campus in most academic buildings and in most common areas (library, snack bar areas, etc). Your computer needs a standard BSSID 11 or a wireless card to communicate with the wireless network. The first time a student connects to the network they will be prompted to download and install Cisco Clean Access Agent (Cisco CAA). Users are required to have Symantec AntiVirus (provided free of charge to ECU students via www.onestop.ecu.edu) and to have current Windows updates (not required for Macintosh and Linux users) in order to connect. Once installed, Cisco CAA will prompt and assist you should you need to install Symantec AntiVirus or update your computer.

Where can students get assistance?

ECU’s IT Help Desk is available day and night to provide assistance over the phone for common issues like network access. Students can call 252-328-9866 for help.

The ACE Student Computer Support Center is located in Austin 101 to provide students assistance with issues related to their laptop and desktop computers. Hardware repair and free warranty support is provided for ACE recommended computers purchased through ECU’s Dowdy Student Stores. Software assistance and network access assistance is available to all students.

Students can visit www.ecu.edu/ace for answers to many IT-related questions and links to the IT Help Desk and ACE.

Assistant Technology

Information Technology for Students with Disabilities

ECU works to provide every student with equal access to all of the university’s technology resources.

Assistant Technology is defined in the Assistive Technology Act of 1998 as “any item, piece of equipment, or product system, whether acquired or otherwise provided, that is used to increase, maintain, or improve functional capabilities of individuals with disabilities.”

ECU has resources available for students who would benefit from the use of assistive technology. To learn which technologies are available and how you may begin to use them visit the Disability Support Services Web site at www.ecu.edu/studentlife/ disability-support-services. You may also visit the Department for Disability Support Services in 138 Stay.

ECU houses an outstanding Assistive Technology Lab. It provides an environment in which you can learn and receive expert advice regarding the selection and use of assistive technology. For more information visit the Assistive Technology Lab Web site at http://www.ecu.edu/edu/assistive/technology.html.

Statistical Software

Free copies of the student version of SPSS, which includes SPSS Base, SPSS Advanced Models and SPSS Regression, are available through a new university license. The license provides copies of SPSS for Windows and Mac. Both versions of SPSS show an unlimited number of cases and variables and can be used at home.

Copies are available free of charge on a first-come, first-serve basis. COH, license and installation instructions can be picked up in the Technology Resource Center (EROC) located in Austin 101. The license for this software is good for the current school year.

For more information on statistical software, visit www.ecu.edu/ace/technology.html.

Headquarters for ECU ACE supported computer models

- Lenovo (formerly IBM) and Apple academically dedicated laptop computers

Computer peripherals and supplies

- Printers, Cable, Keyboards, Mice, USB Storage Drives, Surge Protection,
- Lensing Specific Area Keys

Academic discounts on many popular software titles

- Adobe, Apple, AutoCad, Macromedia, Microsoft, and More

Service and technical support

www.studentstores.ecu.edu

IT Help Desk

252.328.9866 - 800.330.7081

WWW.ECU.EDU/9866

ADDITIONAL SUPPORT:
SAT-SUN, 8:00AM-12:00AM
MON-THURS, 4:00PM-12:00AM

Fall Semester Hours

Monday – Thursday – 7:30am – 7pm
Friday – 7:30am – 5pm
Saturday – 11am – 3pm

Wright Building • 252.328.4731 • 1.877.697.TXTECH
www.studentstores.ecu.edu

Enter to win: Register at the computer department for a chance to win an Apple iPod nano or $25 in Apple Online gift cards, gift cards for selected retailers, or one of many other prizes. Owned and operated by ECU Campus Unimacy to serve our students.

Summer 2006

Piero IT Essentials

8
Alphabetical Building List – Main Campus

Student computers need a standard 802.11 "b" or "g" wireless card to communicate with the wireless network.