

Get your computer Stuart Weitzman School of Design ready with our “DESIGNIFY” checklist!

<input type="checkbox"/>	<p>Sign up for our Designify sessions – We’ll help get you completely ready for work at Design! We’ll help you do the following on your computer:</p> <ul style="list-style-type: none"> • Get you connected to our network (wireless and ethernet) • Review the process for installing our network printers • Review any software required for your classes • Scan for viruses/malware, check for software/hardware updates • Review user accounts: standard+administrator (details below) <p>Things to check beforehand – Save time! Run a quick virus/malware scan. We can’t Designify your machine if it’s heavily infected.</p>
<input type="checkbox"/>	<p>Evaluation – Are you bringing an old computer? Or are you purchasing a new machine? Some things to consider if you want to use an older computer:</p> <ul style="list-style-type: none"> • Is your machine under warranty? • Can the specs of your machine support the current software Design uses? • Is your machine at risk of hardware failure? (hard drive, corrupt OS, etc) • Is your machine up to date? (OS, BIOS, hardware drivers)
<input type="checkbox"/>	<p>Antivirus & Malware - Check your machine for viruses+malware</p> <ul style="list-style-type: none"> • Symantec Antivirus - Free antivirus software available through UPenn’s website. • MalwareBytes - Free software to scan for malware/adware • If your computer is heavily infected with viruses or malware, refer to the Student Tech Center for consultation and possible operating system reinstallation. • FortiClient can also be used to run an initial scan.
<input type="checkbox"/>	<p>Computer Accounts - Create standard and admin user accounts. (standard user vs. administrator)</p>
<input type="checkbox"/>	<p>UPenn Accounts - Verify you have PennKey, Design, and Email/Office 365 Accounts. Note: Your Design account will be created by us, and you will be notified via email once it’s ready.</p>
<input type="checkbox"/>	<p>Two-Step Verification – All incoming students must enroll in two-step.</p>

<input type="checkbox"/>	<p>Student Software – Examples of different software used for courses:</p> <ul style="list-style-type: none"> • AutoDesk – Free for students, download from their website. • Microsoft Office 365 – Free for students, download available here. Can be installed up to 5 computers. • Rhino 3D – This software is available in our PC labs however, we recommend you buy a student license (to work from anywhere) for \$95, via Penn Computer Connection. • Adobe Creative Cloud – Educational Licenses can be purchased from Adobe, use your school email for the student rate. NOTE: Beginning FY 2020 – Students will be required to sign up for a free Adobe Account. Read more here.
<input type="checkbox"/>	<p>Networking and Connectivity</p> <ul style="list-style-type: none"> • Wireless Internet at Penn – Know how to connect to AirPennNet for laptop, mobile devices. Know the difference between using wired vs. wireless. • Ethernet Connectivity – Faster speeds+the only way to connect to Juno/Course Folders • Connect to Juno – student file server. \\juno.design.upenn.edu <ul style="list-style-type: none"> • Design\Username • DesignPassword
<input type="checkbox"/>	<p>Remote Access – Accessing files and course folders off Penn’s campus. More info here</p>
<input type="checkbox"/>	<p>UPenn Data Storage Options – Free cloud backup and storage options</p> <ul style="list-style-type: none"> • UPenn Box Storage (Unlimited storage) • Microsoft O365 OneDrive Storage (1TB of storage)
<input type="checkbox"/>	<p>Encryption – Encryption protects your data if you hard drive is lost/stolen/tampered with, upon which a recovery key is needed to unlock the drive. If you lose your recovery key and become locked out of your computer, there is no way to access/recover data – you must re-install your OS.</p> <ul style="list-style-type: none"> • Windows allows you to save your BitLocker recovery key to a file or a Microsoft account. Students must not use their PennO365 Microsoft Account for this purpose. It’s recommended to save the key to a personal Microsoft Account, or to an external drive. More Info here. • macOS allows you to save your FileVault2 recovery key to a file, or use an iCloud account. It’s recommended to use an iCloud Account. More Info here.
<input type="checkbox"/>	<p>Printing and Plotting – Printing+plotting info is available on PennDesign ITS website.</p> <p>Note: You will have to take our Plotting Quiz for access to plotting in large formats</p>
<input type="checkbox"/>	<p>Design IT Website – Familiarize yourself with the Design IT Services website.</p>
<input type="checkbox"/>	<p>Email for Support – For post Designify support, please contact Stuart Weitzman School of Design Information Technology Services via ithelp@design.upenn.edu.</p>