IT ORIENTATION – QUICK LINKS

*Take Advantage of our **Designify** Sessions offered to help you get your computers set up for the PennDesign computing environment!

How to get Help:
- Design IT webpage -- http://www.design.upenn.edu/it-services
- E-mail ithelp@design.upenn.edu
- Visit the Help Desk at 319 Meyerson Hall
  - Hours 8:30am to 4:30pm
  - Staffed by Lab assistants in the evenings and on weekends
  - Call the HelpDesk at (215-573-9900)

Accounts:
- PennKey vs PennDesign
- Set Your PennDesign Password and Enroll in Self-Service Password Reset -- https://changepassword.design.upenn.edu

E-Mail:
- Information -- https://www.design.upenn.edu/it/email
- Forgot/Reset Password (need PennKey)-- https://office365.password.isc.upenn.edu/

Security/Antivirus:
- UPENN offers free antivirus https://www.isc.upenn.edu/how-to/symantec-endpoint-protection
- Free Malware Detection Software -- https://www.malwarebytes.com/

Network:
- Wireless AirPennNet – https://www.isc.upenn.edu/how-to/airpennnet-help-and-joinnow
- Remote Access (access to Design Resources offsite) – https://www.design.upenn.edu/remoteaccess
- Student File Server (Juno): Home Directory \\juno.design.upenn.edu

Software:
- List of Software available in computer - https://www.design.upenn.edu/it/lab-and-class-schedules
- Information for specific software used at PennDesign - \\juno.design.upenn.edu\Public\Installs

Printing & Plotting:
- Visit printing portion of the website for more info -- https://www.design.upenn.edu/it/printing
- Must take and Pass the Plotting Quiz before you have access to large format printing -- https://upenn.instructure.com/courses/1287442

Check out Presentation Equipment:
- Equipment available for presentations -- https://www.design.upenn.edu/reserve-equipment

Storage:
- One Drive -- https://www.isc.upenn.edu/how-to/penno365-office-365-proplus#Office-Online-and-OneDrive
- Penn+Box (collaboration) https://upenn.account.box.com/login

Student Services & Policies:
- Catalog of Services https://www.design.upenn.edu/it/catalog-services
- Design Computing Policies -- https://www.design.upenn.edu/computing-policies