

# Welcome to the Lab

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# Who What Where When

- **UTA 1.210**

- Monday – Thursday, 8:30 am – 10 pm
- Friday, 9 am – 4 pm
- Saturday, noon – 6 pm
- Sunday, 1 – 5 pm
- Closed over UT holidays

- **Purpleshirts** – we're here to help!

- **512.471.3991**

- **itlab-tech@ischool.utexas.edu**



# Lab Spaces

- **1.210A** Computer Classroom
  - Open when not in use by a class
- **1.210B** Media Production Room
- **1.210C** Computer Workroom (The Annex)
  - The quiet room
- **1.210D** Reference Library
- **1.210DA** and **DB** Sound Booths

# What do we have?

## IN-LAB USE

- Macs/PCs
- Flatbed Scanners
- VHS → DVD transfer
- Mics/headphones
- Firewire drives
- Printers
- **SOFTWARE**
- Reference books

## CHECKOUT

- Digital Voice Recorders
  - Digital Cameras/Tripods
  - Digital Camcorders
  - Laptops (PC/Mac)
- [www.ischool.utexas.edu/](http://www.ischool.utexas.edu/)
- Computing
  - Equipment Reservations
  - Reserve equipment for checkout
- Pickup after 2 pm, return before noon

# Lab Rules

- **NO FOOD OR DRINK, EXCEPT BOTTLED WATER**
  - Drinks in spill-proof containers are OK in the main lab
  - Collection materials may be stored/used in the digitization labs, so we need to keep a clean environment
- Log off your computer
  - Mac's don't re-image, so delete your files!
  - PC's re-image when you log out (auto-deletes)
- You pay for all prints, even mistakes
- Lab equipment & materials stay in the lab
- Be considerate

# Printing

- Black and white, single-sided, 8.5x11
- Color, double-sided, 8.5x11
- Posters! (but we're still figuring it out)
- CD & DVD printing (ditto)
- Print cards are \$1.00 for 13 points
  - Cash only
  - You must pay when you print, even mistakes
  - B/W single-sided AND double-sided = 1 point
  - Color prints = 2 points

# How can we help?

[www.ischool.utexas.edu/technology/ ...](http://www.ischool.utexas.edu/technology/)

- Tutorials (print and online)
  - Printed tutorials are in a binder at the desk
- Short Courses
  - PDF handouts are posted after the class
- One-on-One Help
  - Support Staff → IT Lab Staff → Areas of expertise ([itlab-tech@ischool.utexas.edu](mailto:itlab-tech@ischool.utexas.edu))
- Wiki – coming soon!

# What Else?

- The iSchool Listservs
  - Insider, Flipsider, SAA, & iSchool Leaders
  - <https://utlists.utexas.edu>
- Kitchen – refrigerator, microwave
  - So far there's no code to get into the kitchen...
- Lockers – bring your own lock

# Don't forget your account!

- Sign-up
  - [www.ischool.utexas.edu/technology/accounts](http://www.ischool.utexas.edu/technology/accounts)
- Using SSH
  - Change your password
  - Forward your iSchool email
  - Create your public\_html folder
- Using FTP
  - Transferring files to / from your server space
    - WebMail <https://webmail.utexas.edu/>

# What else does UT provide?

- Bevoware
  - Anti-virus software
  - SSH, FTP, browsers, etc.
  - <http://www.utexas.edu/its/bevoware/>
- UT WebSpace
  - **1 GB** file storage
  - Access by Web browser or WebDAV
  - Generate tickets to allow access
  - <https://webspace.utexas.edu/>