

LTS New Hire Orientation Sheet

New Hire Technology Orientation Sessions for Staff Members - contact the **Tech Desk at x67782** to schedule a 30-60 minute visit from LTS member to help get your computer/phone set up. <http://lts.brandeis.edu/help/computers/techdesk.html>

The Information Commons is an integrated service space offering ready access to a variety of LTS resources, where you can for example check out books or get research assistance at work. <http://lts.brandeis.edu/teachlearn/spaces/infocommons.html>

Email Access on the Internet - You can access your Brandeis email from any computer connected to the internet at <https://bmail.brandeis.edu>

Remote Access to files through wormhole
<https://wormhole.brandeis.edu/>

Setting up remote access
<http://lts.brandeis.edu/techresources/connecting/vpn/vpnrdcpc.html>

On-line Calendar – You can access your on-line calendar from a web page from any computer connected to the internet. Also, you can change your calendar password there. <https://calendar.brandeis.edu>

UNET Space – To access your network based file storage space, go to <http://lts.brandeis.edu/techresources/accounts/UNET/serversfilestorage.html>

Web Publishing - <http://lts.brandeis.edu/techresources/webpublishing/>

Computer Purchasing – Brandeis has agreements with both Apple and Dell to provide discounts to Brandeis users for institutional and personal purchases. If you need any buying guidance, please contact the Tech Desk at x67782. Otherwise, check this page for current bundles and prices. <http://lts.brandeis.edu/techresources/hwsoftware/index.html>

The IT Service Center Hardware Repair Shop provides services to all Brandeis community members. The Repair Shop is the place to come to for hardware support, upgrading, and repair needs for Apple and PC-compatible desktops, laptops, and peripherals.
<http://lts.brandeis.edu/help/computers/repairshop.html>

Security Guidelines – This site contains a lot of information about using your computer in a secure and safe way that can be applied at Brandeis and at home.
<http://lts.brandeis.edu/techresources/protect/toptips.html>