Welcome to Colorado College!

ITS: endeavors to enhance your conference by providing any technological resources you may use during your stay (internet connection, projectors, printers, computer labs, etc.).

We charge a modest lab fee to support the technology resources you use as detailed in the lab agreement page (if you don’t need a teaching lab, then you do not need to pay a fee). Please check the lab agreement for more information, including an important checklist of items we will need from you to prepare the lab for your use. The following pages in this guide will give some basic information about what is available, both hardware and software, in our labs.

Internet connectivity for conference guests is important, and Colorado College has two different wireless networks, “CCGuest” and “Tigernet2” – note that both networks are the same speed. “CCGuest” is specifically designed for conferences.

* CCGuest is our free, open wireless network which you can join without any configuration or registration – much like you’d find at a coffee shop or an airport. It is meant for internet access to browse the web, check email and/or flight schedules, etc. It is an unsecure network – web browsing and email will be fine, but we don’t recommend doing online banking or e-commerce on an open network like CCGuest. Also, certain features are unavailable on CCGuest, such as VPN.

* Tigernet2 is our secure wireless network. In order to connect to Tigernet2, your conference attendees must configure their wireless cards according to the instructions available on our website and also register their computers (this process will scan the computer to make sure it has critical updates and up-to-date virus protection on both PCs and Macs).

“CCGuest” was created because of the difficulty and time required to help each individual conference attendee get connected to Tigernet2. It also requires a Colorado College username and password for authentication. Attendees should only use Tigernet2 if they need advanced features such as VPN, want to make an online purchase or do online banking.

A username and password will automatically be created for your conference to use for logging in to on-campus computers or Tigernet2. We highly recommend using CCGuest by default, and only using Tigernet2 if you have a very specific need – CCGuest is much easier to connect to, and is the same speed as Tigernet2.

Using technology resources at CC is contingent on your understanding of our acceptable use policy: https://www.coloradocollege.edu/basics/welcome/leadership/policies/acceptable-use-of-information-technology-resources-policy; and our network connection policy: https://www.coloradocollege.edu/basics/welcome/leadership/policies/network-connection-policy

~ Colorado College ITS:
Help Desk located in Tutt Library basement
http://www.coloradocollege.edu/its
Open Monday - Friday, 8:00 to 6:00
its@coloradocollege.edu
719.389.6449
Software Package A: (Barnes PC, Palmer 2, TLC 1) – Windows 7

- Microsoft Office 2010
- Word
- Excel
- Access
- PowerPoint
- OneNote
- Publisher
- Mathematica
- Matlab
- Minitab

- SPSS
- Nvivo (Barnes only)
- ArcGIS
- BlueJ
- CLEA
- Eclipse
- EViiews
- Audacity
- jEdit
- JDK

- MiKTeX
- NetBeans
- R
- Texmaker
- VLC
- Gimp
- Chrome, Firefox, IE
- BioChemDraw

Software Package B: (Keck Mac) – OS X

- Microsoft Office 20011
- MS Word
- MS Excel
- MS Power Point
- Safari, Chrome, Firefox
- Audacity
- VLC

- iMovie
- GarageBand
- iPhoto
- GIMP
- PDF SAM
- Skype
- Mathematica

- Adobe Digital Editions
- Burn
- FileZilla
- Read & Write Gold
- TextWrangler

Software Package C: (Loomis, Mathias, Slocum) – Windows Server

- MS Office 2007
- Word
- Excel
- Access
- PowerPoint
- OneNote

- Publisher
- Firefox
- Internet Explorer
- Abbyy FineReader
- Reader’s Edge
- Read & Write Gold
This page contains basic information about Colorado College lab facilities available for reservation during your time here. If you have any questions, please contact your conference liaison.* Please note that the software packages often change, and this information may not be current. Most changes will be updates and additions to the current list. If you need other software installed, please contact Weston.taylor@coloradocollege.edu at least four weeks in advance.

**Barnes PC (26 Computers, built-in projection system, interactive whiteboard, Software Package A)** – Wheelchair Accessible
- **Location**: Barnes Science Center, room 203 – available by reservation.
- **Specs**: 3.06 GHz Processor with 4 GB RAM
- **Printer/Scanner**: Xerox WorkCentre
- **Other**: DVD Multi-rewriteable Drives

**Keck Mac (26 Computers, built-in projection system, Smart Board interactive whiteboard, Software Package B)** – Wheelchair Accessible
- **Location**: Armstrong Hall, room 303 – available by reservation.
- **Specs**: Intel Core i5 Processor with 4 GB RAM
- **Printer/Scanner**: Xerox WorkCentre
- **Other**: “Super Drives” (Read and Write both CDs and DVDs)
- **Audio**: Headsets with microphones

**Palmer 2 (23 Computers, built-in projection system, Software Package A)**
- **Location**: Palmer Hall, room 2 – available by reservation.
- **Specs**: 2.93 GHz dual-core Processor with 4 GB RAM
- **Printer**: HP Laserjet 4350dtn
- **Scanner**: Epson Expression
- **Other**: DVD Drives

**TLC 1 (19 Computers, built-in projection system)**
- **Location**: South Basement in Tutt Library – available by reservation.
- **Specs**: 2.9 GHz Dual Core Processor with 2 GB RAM
- **Printer**: HP Laserjet 4050
- **Scanner**: <None>
- **Other**: DVD/CD-RW Drives

**Loomis (4 “Thin Client” network terminals, Software Package C)** – Wheelchair Accessible
- **Location**: 1st floor of Loomis Hall – available 24/7.
- **Specs**: Network Terminals, 2 basic Mac Minis, 2 basic Windows PCs
- **Printer**: HP Laserjet

**Mathias (3 “Thin Client” network terminals, Software Package C)** – Wheelchair Accessible
- **Location**: 1st floor of Mathias Hall – available 24/7.
- **Specs**: Network Terminals
- **Printer**: HP Laserjet

**Slocum (4 “Thin Client” network terminals, Software Package C)**
- **Location**: 1st floor of Slocum Hall – available 24/7.
- **Specs**: Network Terminals
- **Printer**: HP Laserjet
Attachment “B”
2014 Lab Agreement
Please return with contract

Colorado College Information Management endeavors to enhance your conference by making available and helping with any technological resources you may use during your stay (internet connection, projectors, printers, computer labs, etc.)

We have a variety of different computer labs, ranging from a few kiosks that your conference can use to check email and other web-based resources to fully-featured training labs (see the planning guide for specifics). Using the kiosks is free, though we do have a charge for using the teaching labs – we use the money to maintain and improve the facilities.

Teaching Lab Fee (Barnes PC, Keck Mac, Palmer 2 PC, TLC 1 PC)

I have requested in the initial agreement one or more teaching computer lab(s), and agree to pay a fee of $250 per lab, in addition to the following options (please mark below which you choose):

___ Attendant during your use of the lab ($20 / hour)
___ After hours use ($10 per day outside of 8:30 – 5:00, M-F)
___ Software installation ($50 / package)

I will provide the following for each software package that needs to be installed in preparation for my conference at least four (4) weeks in advance of the group’s arrival:

___ Media and license keys (if necessary) to install
___ Instructions, if any
___ Contact information for lecturer/teacher if we have questions and to test software two weeks before scheduled use

Name: ___________________ Email: _______________________

Phone: ___________________

___ Preferred or required platform (PC or Mac)
___ On how many computers we should install the software

___ A late fee of $250 will be charged if any of these items are not turned in on time.

Total lab fee for this conference: $_____________________

_________________________ _______________________
Conference Director Date