

## **Jeff IT Services Letter to Incoming TJU Students**

Dear Student,

Welcome to Thomas Jefferson University (TJU). In order to assist new students with orientation and to orient you to the computing environment at Jefferson, several areas of importance are summarized below. Incoming and current students may visit a specialized student information center on our campus portal, known as Pulse, by clicking on the Student IT Support link in the Links section at <http://pulse.jefferson.edu>. This virtual center contains up-to-date information on the computing environment at Jefferson, as well as links for support. For those that require it, live assistance is also available at the Computer Support Center on the third floor of the Edison building. Please call for an appointment (Phone Number 215-503-7600) so we can have a technician assigned to you.

### **Campus Key**

The Campus Key is a personal identifier that allows access to information resources on campus.

If you do not know your Campus Key, you can find it by visiting the Campus Key Lookup page on Pulse, <http://pulse.jefferson.edu>. Your initial password is usually your social security number and you will be notified if a different password was created for you. Always change your initial password using the Change Password form under Links on Pulse.

The Campus Key is used to authenticate your identity and grant you access to TJU computing services, such as the Jefferson Pulse Portal, the JeffMail email system, JEFFLINE, the Banner student information system, wireless network, public/lab computers and support services.

### **Jefferson Pulse Portal**

Jefferson Pulse Portal (<http://pulse.jefferson.edu>), a part of the Blackboard course management system, is the official University web portal. Log-in to the Pulse portal is accomplished by using your Campus Key and password. Once logged in, Single Sign-On allows quick access to JeffMail, Banner and JEFFLINE, without logging in to each application. Simply click the tab of the desired application, and that application will automatically open.

Pulse allows access to calendars, announcements and links to all of your courses and student organizations in one convenient place. Students can also customize 'My Pulse' by adding or deleting various modules including access to news, sports, and weather. Please note: Pulse is a major tool in providing information to students, faculty, and staff. It is important that all students log-in to Pulse regularly as numerous important notices are updated frequently.

### **Email**

Your Jefferson e-mail address is easy to remember. The address is generally represented as [firstname.lastname@jefferson.edu](mailto:firstname.lastname@jefferson.edu). This is the e-mail address that students should provide to others as their official e-mail address at TJU. While the Campus Key is used to authenticate to systems on campus, the e-mail

address is used for official communications. E-mail can be accessed by visiting Pulse (<http://pulse.jefferson.edu>) logging-in with your Campus Key and password and clicking the JeffMail tab at the top of the page. Access to this web based e-mail is available virtually anywhere in the world, from virtually any web browser, on virtually any computer (Windows, Macintosh, Linux, etc.)

Please note: JeffMail is the university's official correspondence method and is the only formal method of electronic communications between TJU and students, faculty and staff. It is also the primary way in which advisors, instructors, and other faculty and staff will communicate with students. It is very important that all students check their JeffMail e-mail account at least once per day; this will ensure no important emails are overlooked. In addition, important information will be sent periodically leading up to Orientation.

Please visit the Student IT Support pages on Pulse (go to <http://pulse.jefferson.edu> and click on Student IT Support in the Links section) for more information about the JeffMail e-mail system.

### **Banner Web**

Banner Web is the student information system. Students can access grades, general financial aid information, unofficial transcripts, tuition information, class schedules, final grades and much more.

To access Banner Web, go to the Jefferson Pulse Portal <http://pulse.jefferson.edu> and click on the Banner tab.

### **JEFFLINE**

JEFFLINE is the online center for knowledge-based information, brought to you by Academic & Instructional Support & Resources (AISR). Scott Memorial Library provides databases, full-text collections, and almost all library services via JEFFLINE. AISR Education Services offers distance learning and computer based learning courses, educational software packages for students and other customized curriculum support. The online JEFFLINE Forum will keep you up to date on academic resources.

To access JEFFLINE, login to Pulse (<http://pulse.jefferson.edu>) using your Campus Key and password and click on the JEFFLINE tab.

### **Wireless Network**

The university maintains a wireless network providing connectivity in the residence halls (Barringer, Orlovitz and Martin buildings), Scott Memorial Library and Hamilton Building. The Wireless network also covers most if not all the class room areas in Edison, College, Curtis, Bluemle, and Jefferson Alumni Hall. This network provides students with high-speed network connectivity within these areas to academic resources and the Internet. Jeff IT is committed to increasing wireless availability across the campus.

If you are considering a computer purchase, TJU recommends a laptop system rather than a desktop. Laptops should have a wireless network card in order to take full advantage of the TJU wireless network service. Wireless cards should be compatible with the 802.11 G standard. It is necessary to use WPA/WPA2

ENTERPRISE authentication protocol as the personal version does not allow for user authentication. While wireless network cards come preinstalled in most new laptop computers, if needed, they can be purchased from most reputable computer/electronics re-sellers, as well as from the Jefferson Medical and Health Science Bookstore on-campus (215-955-7922.) The bookstore sells miscellaneous computer accessories and supplies and is also the on-campus source for the Microsoft Student Select software licensing program. This program enables you to purchase software titles, including Office 2007 Standard and Windows XP Professional, at a significantly discounted rate.

Below are the minimum and the recommended Laptop configurations for students to access the TJU wireless network and to provide adequate computing performance for software applications used on campus:

<b>Recommended Minimum Configurations for New Laptop Systems</b>			
		<b>Windows</b>	<b>Mac OS</b>
<b>Hardware</b>	<b>Processor</b>	Core 2 Duo T5750 (2.00GHz)	Core 2 Duo (2.1 GHz)
	<b>Memory Ram</b>	2.0 GB	2.0 GB
	<b>Hard Drive</b>	160 GB	120 GB
	<b>Graphics</b>	Built-in video card	Built-in video card
	<b>Sound</b>	Built-in audio & speaker	Built-in audio & speaker
	<b>Miscellaneous</b>	DVD±R/CD-RW drive	DVD±R/CD-RW drive
	<b>Network Connection</b>	10/100/1000BaseT Ethernet	10/100/1000BaseT Ethernet
	<b>Wireless Network Connection</b>	Built-in Wireless A/G/N Network Card (Intel Preferred)	Built-in Airport Extreme Card
<b>Recommended Operating System</b>		Windows XP/ Windows Vista	Mac OS X 10.5.4
<b>Antivirus / Anti-spyware with current updated license</b>			

*Recommended Wireless Network Cards:*

Intel Pro/wireless 2200B/G, 2915A/B/G, 3945A/B/G, 4965A/B/G, 5100A/B/G, and 5350 A/B/G/N cards  
 CISCO Air- PI21AG-A-K9 or Air-CB21AG-A-K9  
 Apple Airport Extreme  
 D-Link DWL-650

If purchasing a new computer, a discount on Dell and Apple PCs is available to all TJU students if ordered through a special web page. To access this page, go to <http://www.jefferson.edu/jeffit/> and click the "for students" section on the right hand side. From that menu, select the "TJU Dell Premier Page" link. You will then be directed to the personal purchase website. For Apple purchases you can go directly to apple.com, click on store, and scroll down to the bottom of the page and select education. From there you can select TJU as your University.

Again welcome to Jefferson!

Sincerely,  
 Jefferson Information Technologies (Jeff IT)