

Logging-In for the First Time?

If you are a registered student and wish to login to a College computer, you will need to initialize your account. You can initialize your account by doing one of the following; from home, follow the instructions at www.anokaramsey.edu/password, at the College, computer kiosk stations are available for you to use in the open computer lab. After you have initialized your account, you can login to a college computer.

1. Simultaneously press **Ctrl, Alt and Delete** keys to open the login dialog box
2. In the **Username** field, enter your eight digit **Tech ID** number (Example: 00123456) You may receive a message stating your password has expired. Press the yes button to change your password — follow the instructions (password must be at least eight characters in length).
3. Enter your **Password**—this is the password you set when you initialized your account.
4. Click **OK**
5. Congratulations! You have successfully logged in to the computer. Don't forget your password!

Where can I Store/ Save my Files?

Each student has access to 50mb of network storage. When you login to a College computer, the **H:** drive will be your personal network space. You can access this space like you would a floppy, flash or zip disk—through **My Computer**.

Accessing Your Files on Campus

1. Login to computer
2. Double-click **My Computer**
3. You will see the **H:** drive and your **Tech ID**

You can also access your H: drive and Pub-Data from off campus. The instructions are located here www.anokaramsey.edu/it/remotefiles.cfm

Wireless Network Access

To access the wireless network, your laptop will need to have a 802.11B or 802.11G adapter. Your login name and password are the same as when using any wired computer at ARCC. To access the ARCC Wireless network start-up your laptop in any wireless area, open an Internet Browser, and login. **NOTE:** Pop-ups are required to get a login screen.

Wireless network access is available in the following areas:

Cambridge Campus
Food Court and Library

Coon Rapids Campus
All student lounge and work areas

Important—Logoff!

When you are finished using a **College computer**, make sure you logoff, click **Start** and select **Logoff** (*in order to login again, you must logoff*). If using **Wireless**, press **Disconnect** to end your session.

Student Web Services

MetNet

MetNet is a student email system that is used by all instructors to send email to students. Anoka-Ramsey Community College (ARCC) uses your ARCC assigned MetNet account as the primary method to communicate with you. You will receive messages about class cancellations, assignments, registration dates, payment deadlines, etc.

Link: www.metnet.edu/email

D2L

Desire2Learn (D2L) is an online learning application that instructors use to teach classes, assign homework and execute tests and quizzes. The students can also hand in homework, check grades and participate in online chats.

Link: anokaramsey.ims.mnscu.edu

Frequently Asked Questions

What if I don't know my Tech ID?

Student ID numbers (Tech ID) are assigned upon admission to Anoka-Ramsey Community College (ARCC). If you forgot your Tech ID, visit the Records/Registration office. It can also be found on the front of your Student Picture ID.

Why do I need a student login?

Student logins are necessary due to an enhanced security initiative for ARCC and Minnesota State Colleges and Universities (MnSCU). The logins will provide benefits for students including secure access to computers and 50mb of network storage.

What if I forget my password?

Please come to the open lab for help with passwords. You will be required to show a photo ID to have your password reset. Kiosks are also available to reset your own passwords in the open computer labs.

Why does my computer lock after five minutes of inactivity?

This is a security measure to protect your individual data. You can unlock your machine by putting in your login name and password.

The computer I am trying to use is locked, what should I do?

Anyone can unlock a workstation by pressing **Ctrl, Alt** and **Delete** simultaneously then clicking on the logout button.

Need Help?

If you need a password reset, have questions or need assistance, help is available in the open computer labs. Kiosks are also available to reset your own passwords in the open computer labs.

Helpful Links

Anoka-Ramsey Community College

www.anokaramsey.edu

Computer Use Policy

www.mnscu.edu/board/policy/522.html

MetNet Student Email

www.metnet.edu/email

Desire2Learn (D2L)

anokaramsey.ims.mnscu.edu

STUDENT
LOGIN