

CID Workshop Computer Access for Students

The following pages illustrate how to manage the CID student access account. The last page of this document is from ICS and outlines the standard account info. For more info contact Claire Toynebee or Helpdesk (8700).

1. Login to iManager (to make account changes):

Step 1. Open a browser to the following URL:
<https://cclgd11.vcc.ca/nps/servlet/webacc>

Step 2. Enter your network username and password

2. Change User Access Times/Dates:

Step 1. Select "Modify Student Account"

Step 2. Enter this username (Note that you only need to enter it the first time)

Step 3. Select "OK"

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Step 4. Select "Restrictions" tab, then "Login Restrictions"

Step 5. Change as required, then "Save"

Roles and Tasks

- Student Accounts Management
 - Disable Account
 - Enable Account
 - Modify Student Account**
 - Modify User
 - Set Password

Modify Student Account: CIDlab.A-F.Student.CC.VCC

General Restrictions

Login Restrictions | Password Restrictions

Account disabled

Account has expiration date

Expiration date:

Day: 12 Month: April Year: 2008 Time: 23:59

Limit concurrent connections

Maximum connections: 30

Last login: April 2, 2008 09:24:46 AM

3. Change Student Account Password:

Step 1. Select "Set Password"

Step 2. Enter this username (Note that you only need to enter it the first time)

Step 3. Enter the new password twice

Roles and Tasks

- Student Accounts Management
 - Disable Account
 - Enable Account
 - Modify Student Account
 - Modify User
 - Set Password**

Set Password

Object name: CIDlab.A-F.Student.CC.VCC

New password:

Retype new password:

Set simple password

Note: Simple password is required for all users. (Not required when L

OK Cancel

Administration of the *CIDlab* Student Account

The Centre for Instructional Development has one shared student account for use in the Downtown computer labs: *CIDlab*. This account is “homeless”, that is, it doesn’t have an H:-drive; however, it has read-only access to the CID folder in the Downtown students’ K:-drive (<\\ccsf1\vol1\shared>).

Like other student accounts, *CIDlab* has no permanent profile. Everything saved to the Desktop or to My Documents, My Photos, etc. and any Internet Explorer Favorites as well as application settings changes are deleted when the account is logged out.

CIDlab is meant for use in one classroom lab at a time, during CID instruction. To prevent unauthorized access, it should be kept disabled or expired out when not in use, and its password should be changed for each class use.

Account Management using Novell iManager

While logged in on campus*, browse to <https://cclgd11.vcc.ca/nps/servlet/webacc> - note the S in https:// - and accept the Security Alert, then login to Novell iManager with your own username and network password. This is where you manage the *CIDlab* student account.

Novell iManager calls accounts User objects. In iManager, they are specified with their full context, so *CIDlab* is *CIDlab.A-F.Student.CC.VCC*.

The tasks of *CIDlab* account management:

- Reset the password.
- Change the expiry date on the account’s Login Restrictions page.
- Disable or enable the account.

* Novell iManager is not accessible from off campus. On campus, it is accessible even when the computer is logged in with a student account, but you must login to iManager itself with your own username.