Getting connected and staying connected to the MVNU network requires teamwork…

**Roles and Responsibilities of the Teammates**

**Network Computing** – This MVNU department is responsible for providing the network access to the connection at the wall and all associated services (e.g. e-mail, Internet, etc.)

**The Motherboard** – This student operated helpdesk is available to assist students with common connectivity problems and basic computer technical support. Their resources (tools, time, and expertise) are limited and therefore they do not accept responsibility for adverse effects.

**The Student** – You are ultimately responsible for your computer. This includes meeting the absolute requirements, being available, and abiding by the “Computer Regulations and Policies”.

**Absolute Requirements (consult a computer professional)**

**Hardware** – A 10BaseT ethernet network interface card (NIC) (with fully functioning Ethernet drivers) and a minimum 6 foot, maximum 40 foot, category-5 ethernet patch cable (RJ45).

**Software** – TCP/IP configured for DHCP, Internet Browser, Anti-Virus (with up-to-date subscription), and current Microsoft security patches (http://windowsupdate.microsoft.com).

**Strong Recommendations**

**Hardware** – A Pentium IV-class PC or a G4-class Mac with common features (USB, CD/RW).

**Software** – Windows XP Professional or MAC OS 9 or 10. We strongly recommend Windows XP Professional (Service Pack 2 with software firewall enabled). Microsoft Office XP or 2003 is also recommended and is available for a substantial discount in the MVNU bookstore.

**NOTE**: The Motherboard will only work on XP Home or Professional & Mac OS 9 or 10

**The pre-game warm-up…**

- Before coming to MVNU, have a computer professional confirm that the ethernet is functioning and configured correctly, that your Windows OS is security patched, and that you have anti-virus installed with a current download subscription.

- Upon arrival, each network port will be on a quarantined network. Your computer must be certified by a Motherboard technician before the port will be online. This process can be expedited by having your computer pre-certified (see 2005 Windows Pre-Certification document attached). Look for additional instructions when you arrive this fall

**NOTE**: During move-in weekend and the first two weeks of the fall semester, Motherboard technicians will restrict their activities to basic connectivity and registration issues only.
Mount Vernon Nazarene University
2005 Microsoft Windows Pre-Certification Checklist

The purpose of this pre-certification checklist is to allow students of MVNU to prepare their computers for expeditious connectivity to the MVNU network. These activities should be performed by a computer professional or an individual that is knowledgeable about computer networking and configuration of anti-virus software and security patches.

Because the Motherboard technicians will only work on Windows XP Home or Pro, it is imperative that students that bringing computers with Windows 95, Windows 98, Windows ME, Windows NT, or Windows 2000 arrive on campus with this checklist complete. Without this pre-certification, connectivity may be significantly delayed.

**Absolute Requirements (please check as completed)**

10BaseT ethernet NIC with drivers installed and operational

Minimum 6 foot category-5 ethernet patch cable available and tested

TCP/IP configured to use DHCP (recommendation to enable only TCP/IP protocol)

Anti-virus software installed (select the product that is installed)

- AVG (free)
- TrendMicro
- Norton
- Sophos
- McAfee
- Other: Please specify ___________________________

Anti-virus configured to get daily updates

Exhaustive system scan for viruses (all files) confirms the system is clean

All Microsoft critical security patches applied ([http://windowsupdate.microsoft.com](http://windowsupdate.microsoft.com))

**Strong Recommendations (please check if applicable)**

System scan for spyware, malware, and adware

Windows XP service pack 2 installed and software firewall enabled

_____________________________________________________

Name of technician: _____________________________________________________

Contact information: _____________________________________________________

Choose one of the following: ___ I am a computer professional ___ Other