

MPI Network and Internet services chart and cheat sheet  
Fall 2004

MPI's campus network is designed to offer teachers and staff services that support their professional needs.

For teachers, an incomplete list for these services include:

Service - Company	Explanation	Server based?	Access Information	Name Pw?
Attendance – Schoolmaster	Each user has a unique username and password that gives access to their students – to both submit and query attendance information	Yes	Available at any teacher desktop on campus.	Yes
Gradebook – Schoolmaster	Each teacher is expected to keep an electronic gradebook with up to date grades. Teachers upload their grade reports every Wednesday to the records office, who then place it on the Edline internet site	No	The software need to be installed on the desktop PC (or Mac) and class rosters uploaded to that unique machine – for most teachers this is the computer in their classroom. It is password protected. Files can be archived or packaged and taken home to work on if the software is installed at home.	Yes
Edline – same company	A wed based service that utilizes our schoolmaster database to create unique accounts for all parents, students and staff. Teachers are assigned into their current classes. Teachers are expected to update homework weekly in the calendar section and place course syllabi in the contents section of each course.	Yes	Web-based so it can be accessed from any internet computer at school, home, anywhere	Yes
File Server – Novell	All teachers have an account on our Novell network that gives them	Yes	When a teacher logs into Novell, their account and password give them unique access to their account on the network – it is under drive	yes

	safe, secure file storage on the campus network – this is not accessible from home		letter H:\teachers\username	
Sametime – Lotus Corp	Chatting software that allows teachers and staff to “talk” real-time using their desktop computer. Requires unique username and password	Yes	Available at any teacher desktop on campus. Requires username and password	Yes
Email – Net Enterprises	Email can be read either by using a web interface or downloading it onto a desktop computer using client software like Microsoft Outlook	Yes	Web mail address: <a href="http://mail2.midpac.edu:8383">http://mail2.midpac.edu:8383</a> Requires username and password Client software: MPI Tech department supports Outlook and Outlook express. Please remember that downloaded email stays resident only on the computer it is downloaded to – you will not be able to access this from home or another computer on campus.	Yes
Office Suite – Microsoft, Star Office	All teacher and student machines have Microsoft Office or Star Office installed. Both allow access to Word Processing, and Spreadsheet, Presentation software. Most also have database software	No	It is important to save your files to you network account (not directly on your computer – this is both a security and access issue. Documents saved to your desktop computer cannot be entirely safeguarded, nor ca they be accessed form other computers on campus.	No
Virus Protection-Sofos	The campus network automatically scans and updates virus information on every computer on campus (Macs are under Norton AV)	Yes	Never disable or tamper with your virus settings without calling the Systems Admin’s office.	No

# A visual plan of network services

