

# GSLIS Technology

GSLIS Technology Lab  
Palace Road Building- P-213  
(617)-521-2802

<http://gslis.simmons.edu/techlab>

IM: gslislab

Twitter: @techlab

Facebook: <http://www.facebook.com/gslislab>

The GSLIS Technology Lab is the center of GSLIS technology services for students, faculty and staff. As a student, you have access to the technology, software applications, server-based services, and equipment required for your course work. The Lab is open 88 hours per week by Technology Reference Assistants (TRAs) and Tech Lab staff. We are committed to supporting the student body with the highest level of technology service to further learning and to meet the demands of the curriculum. Get in touch with us with technology questions, network assistance, and course support—everything from printing problems to questions about the Technology Orientation Requirement to support for lengthy, course-related projects.

## Tech Lab Resources

- 46 dual boot iMacs running both Windows 7 & Apple Snow Leopard
- Printing & scanning equipment
- Digital cameras, Flip cameras, & iPads for borrowing
- Software including Microsoft Office, Adobe CS5, code editors, & media software
- Wiki and WordPress blog hosting for classes, student groups, & individuals
- Support for GSLIS technologies, software, Moodle, & eLearning
- How-to Guides on PDF creation, HTML, iPads, and more at <http://www.simmons.edu/gslis/library/downloads.php>

For a complete listing of software and hardware in the Tech Lab, please visit:

<http://www.simmons.edu/gslis/library/techlab/software.php>

## Tech Lab Workshops

The Tech Lab hosts workshops on topics including HTML, CSS, Dreamweaver, Unix, Drupal, & more. We also stream technology and library-related webinars for the GSLIS community. Register for upcoming workshops at <http://gslistechlab.eventbrite.com>.

## Tech Lab Hours

Monday-Thursday: 8am-10pm

Friday: 8am-6pm

Saturday: 9am-6pm

Sunday: 10am-5pm

The Tech Lab is open reduced hours when classes are not in session. We are closed on holidays. Visit our website for the most up-to-date information.

## Thinking of buying a computer?

### Deals

- Visit <http://my.simmons.edu/technology/purchasing> for a list of deals offered to Simmons students.
- With your Simmons ID, you qualify for an educational discount on a Mac as well as AppleCare. AppleCare covers your computer for three years. This discount is available in any Apple Store as well as in the online store.
- During the summer, Apple usually has rebates for college students including a free printer and \$100 towards the App Store. To learn more about this, go to: <http://www.apple.com/promo/>
- Visit <http://computers.pricegrabber.com> for deals on computers.

### Recommendations

- We recommend using Microsoft Office, OpenOffice (<http://www.openoffice.org>), iWork, or another office suite to write papers and create presentations for your classes.

## Simmons Email

You can log in to your Simmons Webmail at <http://email.simmons.edu>. If you forget your password, contact the main Simmons Help Desk at 617-521-2222.

### Please Check Your Simmons Email

According to College policy, students are responsible for all communication sent to them via their Simmons email account.

### Forward Your Simmons Email

You can forward your Simmons email to another account:

<http://my.simmons.edu/technology/helpdesk/email/webmail/filters.shtml#forward>