

COMPUTER & IT NEEDS

CONTACTING THE TEAM



Should you require help or information for your computer access needs, please contact our IT department by MIO at ITSupportStlo@crcmail.net.



You may visit the IT department at office 240 between 7:30 a.m. and 4:00 p.m., Monday to Friday.

USING YOUR COMPUTER



You must use your SLC Portal username and password. With your personalized user name and password, you can log in to the Champlain – St. Lawrence network to create, access and store documents. At registration, each student is provided with a computer access code that is valid for the duration of the academic year.



Only Internet access is available through this wireless network, which means you will not be able to access your Documents folder hosted on the school servers. Use may use SLC Guest network.

MICROSOFT OFFICE AVAILABLE TO ALL SLC STUDENTS FOR FREE!



You can install Microsoft Office on your personal PC or tablet for free!

- 1) Using a browser, go to https://login.microsoftonline.com
- 2) Sign in with your school account: STUDENTID@slcqc.onmicrosoft.com and then your password. (ex:1438458@slcqc.onmicrosoft.com)
- 3) Once connected, click on "install now". Note: to finalize your installation, always login with your school account.

PRINTING



To print documents from your personal laptop wirelessly, you can do so in the library. Simply enter your regular login information.Click <u>here</u> to access.

Note that school computers and wireless network are provided for educational uses only and may be monitored.



To add more money to your printing/photocopying account, you can do so in your Omnivox in the Student Services Infos & Docs community. All new students are provided with a \$2.50 allowance per session. A photocopier is available to all students in the library.

COMPUTER ROOMS



St. Lawrence has fully equipped computer rooms: 241, 332 (Language Lab) and 363 (Physics Lab). Students wishing to work on a computer are invited to do so when computer rooms are free.