

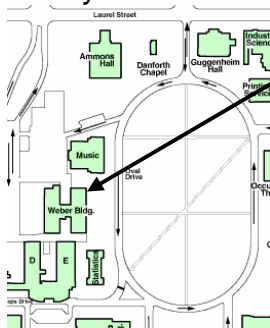
## Setting Up Your Computer Accounts

The E-Portfolio will involve using four different types of computer accounts at CSU. Your eID account, the CAHS (S:) drive, your (M:) drive account and a (W:) drive account.

### **eID Account**

The first computer account is your eID. This account is automatically set up for you during your first semester at CSU. If you have any questions about your eID you can:

- Navigate to <http://eid.colostate.edu>
- Have your PID and Pin number ready (Numbers used for online registration)
- Follow the online instructions
- If you need further assistance go to the Weber lab help desk



### **Weber Lab Location**

Computing Help Desk  
224-A Weber Bldg.  
491-7276

### **(S:) Drive Account**

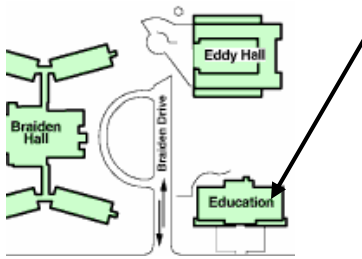
As you progress through the Teacher licensure program you will be adding material to your E-Portfolio. This means your E-Portfolio will be in a continual state of construction until you reach your final semester. Typically people want to publish only a finished product to the Web. However, from time to time and during each class you and your instructor will want to refine and review the progress made on your E-Portfolio. To accomplish this you will create a folder on the (S:) drive to store and edit your developing E-Portfolio. Upon registration for ED 331 you will be given an electronic permission to add a personal folder to the (S:) drive in the E-Portfolio folder. This personal folder will be named after you so that you can find it easily. It is here that all edits and materials will be added to your E-Portfolio.

### **(M:) Drive Account**

The second type of computer account, your (M:) drive, is set up through the School of Applied Human Sciences. Again, you should already have this account. The (M:) drive is where you will back up your E-Portfolio. Access to this account is limited to the labs in the Gifford, Moby, Industrial Sciences, and the Education buildings.

You should have this account already, however if you do not follow these steps:

- Make sure you have an eID
- Go to the Education Bldg, 2<sup>nd</sup> floor computer lab, Rm 220



**Education Bldg Computer Lab  
Location**  
Room 220, Education Bldg  
491-3860

- Fill out the application
- The lab operator will get you set up with a new (M:) drive account

### **The (W:) Drive Account**

The (W:) drive is where you will place your completed E-Portfolio. The (W:) drive is a portal to the World Wide Web and will allow other people, such as potential employers to view your E-Portfolio. This computer account will be automatically created for you upon your registration in ED 331. Further information on the (W:) drive can be found at

<http://www.cahs.colostate.edu/Technology/FAQs.aspx?faq=36>.