

COMPUTER SCIENCE ACCOUNT FORM

Please fill out the front *and back* of the form *completely* (**PRINT LEGIBLY & SIGN BOTH SIDES**).

Once you have completed the form, return it to Debbie in NEB 224 (9am – 4pm). “We will contact you” to setup a time and place to pick up your account information (Generally takes 24 to 48 hours). You will need your J-card or another form of photo ID. **Logins/passwords will not be given out over the phone or via email!** For more information on our network, please go to http://www.cs.jhu.edu/service_.html

Type of Account Requested: Windows Unix Undergrad Unix Grad

Please Print Neatly! Make Sure You Complete Entire Form!

Date: _____

Last Name: _____ Middle: _____ First Name: _____

J Card # (top number): _____

Local Address: _____

Local Phone #: _____ Permanent Phone #: _____

Full JHEM Email Address: _____

Permanent Email Address (address at which we can easily reach you): _____

Preferred e-mail address for class CS Mailing List: Same as above? Yes or No: _____

Advisor's Name: _____

A Username will be assigned to Undergrads. The username will be the first initial of your first name, followed by the first 6 letters in your last name or a variation. **PhD/Masters students/Faculty, Researchers and Staff please choose your username below.** However, if you already have a CS account, please let us know your existing username so any additional accounts will be created with the same username: _____

We do not change usernames once they are created.

PhD/Master students/Faculty and Staff choose three possible usernames. Please make sure that all three are radically different. We will try our best to use your first choice: Please be sure to change passwords often!

7 characters or less: _____

Please check (☑) one of the following. Are you:

Employee?	CS Student?	Non-CS Student?	Other?
<input type="checkbox"/> Faculty	<input type="checkbox"/> CS Minor	<input type="checkbox"/> Student, taking a	<input type="checkbox"/> Lab access for TA
<input type="checkbox"/> Staff	<input type="checkbox"/> CS Major year _____	course in CS department	Instruction/Meeting only
<input type="checkbox"/> Visiting Faculty	<input type="checkbox"/> MSE year _____	(account will be removed at	No CS Account needed
<input type="checkbox"/> Post Doc	<input type="checkbox"/> PhD year _____	the end of the semester)	<input type="checkbox"/> Other reason for
<input type="checkbox"/> Other Employee		Course name and #:	acct. Please specify:

Your Signature: _____

*Authorized Signature, if required: _____ **Print:** _____

* Authorized signatures are required for all graduate students, staff, new faculty, and anyone who is not on the JHU Registrar's list of declared CS majors and/or minors or their CS class roster (for example... if you have just signed up for a class today). All graduate students must have Cathy's signature. All others must have either their CS professors or CS faculty sponsors signature. If you are unsure, please contact Support at support@cs.jhu.edu.

Read and Sign the Lab Rules on Reverse to Complete your Application.

Area below is for Computer Science Systems Staff use Only!

User Login Name: _____

- Unix Undergraduate
Initials: _____ Date: _____ Password: _____
- Unix Research
Initials: _____ Date: _____ Password: _____
- Windows
Initials: _____ Date: _____ Password: _____

Attention All Users!
Please keep your contact information up-to-date.

Attention Undergrads!
If your undergrad CS account is inactive for over a month, or your contact information is incorrect or out-of-date, or you are over one or more of your quotas, your account may be up for termination! Please keep contact information up-to-date and all home directories and email inboxes under quota.
(Use quota -v to check your UNIX quotas often)

Please change your password as soon as you log in
Keep this account form in a secure place! You are responsible for it.

Account Information received: _____ **Date:** _____

The Johns Hopkins University Department of Computer Science
Undergraduate Computer Science Lab and General-Use Computer Rules

The purpose of the Computer Science Undergrad General-Use Computers and the Computer Science Undergrad Lab are to meet computing needs of students taking Computer Science courses that have specific resource needs not offered by the rest of the university computers and labs. We accomplish this goal by providing the tools needed to meet their academic goals in a positive educational environment.

NOTE: THE COMPUTER SCIENCE UNDERGRADLAB IS UNDER SURVEILLANCE FOR YOUR SAFETY AND THE PROTECTION OF THE LAB EQUIPMENT.

THE **RULES** OF USE FOR THE COMPUTER SCIENCE UNDERGRAD LAB and GENERAL-USE COMPUTERS:

1. Absolutely no commercial software is to be installed on any of the CS Undergrad Lab or general use machines, except by the Support Staff.
2. Each user will remove downloaded free/shareware software when they are done.
3. Tampering with current machine setups in the CS Undergrad Lab and on all Unix workstations is prohibited and will not be tolerated.
4. People doing work for Computer Science courses will have priority over anyone else using the CS Undergrad Lab machines.
5. No foreign hardware (with the exception of USB drives) is to be used with the CS Undergrad Lab machines or wall ports without the permission of the Support Staff. For off-hours use, arrangements must be made in advance. Email Support at support@cs.jhu.edu.
6. No networked games (except for those required for a class assignment on game software-writing) are to be played on any of the CS Undergrad Lab or general use computers. Networked games are defined as any real-time, graphics-based game played by two or more persons on as many machines.
7. Admission to the CS Undergrad Lab is granted only to those persons who have legitimate Computer Science Department needs. These persons will have J-Card access.
8. Students will not allow any person into the CS Undergrad Lab. Only those who have Computer Science-authorized J-Card access will be allowed into the CS Undergrad Lab.
9. No bicycles allowed in the Computer Science Undergrad Lab for any reason. Use the bicycle racks outside the building.
10. **Users will clean up after themselves in the CS Undergrad Lab.**
11. There is **no eating** in any area of the Computer Science Undergrad Lab. If you are caught eating/drinking in the CS Undergrad Lab:
 - a) On the first offense, you will be asked to leave the CS Undergrad Lab for the remainder of the day.
 - b) On the second offense, your account will be disabled. You must meet with Support Staff and/or your advisor to remedy the situation.

NOTE: If food or beverages are brought into the CS Undergrad Lab, they must be in a sealed, spill-proof container, out of sight, **and away from the machines at all times!**
12. The CS Undergraduate Lab is for Undergrad and Masters course work. Masters students have "Graduate Network" machines which are located in the CS Masters Office in NEB 332. Masters students can use the Undergraduate machines but should remember that their Undergraduate accounts are limited by disk quotas. Their graduate accounts on the graduate network do not have an official quota and their e-mail is located on the machines on the Graduate network as well. Masters students can access those Graduate machines from the machines in the Undergraduate Lab via ssh. PhD students should use the machines assigned to them.
13. **Users will not give out their passwords, nor will they allow others to use their accounts.**
14. Course-specific accounts issued to students who are not declared CS majors/minors will be deleted upon the completion of the course. This rule applies to Teaching Assistant accounts as well.
15. Users will read and adhere to the Computer Science Departmental Computer Usage Policy, which is found at <http://www.cs.jhu.edu/policy/>.
16. **Users will adhere at all times to any and all policies with regard to quotas. Undergraduate Unix accounts are limited to 200MBs. Undergrad email inboxes are limited to 10MBs (subject to change). Windows accounts are limited to 30MBs.**
17. Any action, which violates local, state and/or federal laws or which violates JHU's Computing Ethics Policy is strictly prohibited.
18. **Lock or logoff all machines before leaving the CS Undergrad Lab or any workstation.**
19. **Locking any machine for *more* than 15 minutes or leaving any machine that you are logged into *unattended* (and unlocked) by you is not permitted! You may be logged off regardless of what you are working on and your account may be disabled. This is for both security purposes and to allow others to use the lab machines.**

FAILURE TO COMPLY WITH THE ABOVE RULES MAY RESULT IN DENIAL OF ACCESS TO THE DEPARTMENTAL NETWORK RESOURCES.

CASES INVOLVING VIOLATION OF APPLICABLE LAWS OR UNIVERSITY POLICIES WILL BE PROSECUTED TO THE FULLEST EXTENT OF THE LAW. BY SIGNING THIS FORM YOU INDICATE THAT YOU HAVE READ AND UNDERSTAND THIS POLICY.

Date: _____

Print Name: _____

Signature: _____