Clemson Windows Laptop Setup Workshop  
*(purchased through Clemson)*Plug in power cord before beginning. It is also recommended to use an Ethernet cable if possible, although this is not required.

1. **Wireless**. Click on the wireless icon in the taskbar and select “eduroam”. When prompted to log in, use your **username@clemson.edu** (do NOT use g.clemson.edu), and your Clemson password. Test by opening **https://ccit.clemson.edu**.
2. **Open the CCIT Software Center:** by double clicking the icon on your desktop. When asked if you would like to let this application make changes to your computer, click **yes**. You will then see another orange progress bar. When CCIT Software Center opens, you will see “Available Software” (things you can install later) and “Installation Status” (what is already installed or in progress). You should see Microsoft Office, PawPrints, Cisco Anyconnect, and Citrix Workspace already installed.
3. **Open Microsoft Word.** Go to Start screen and open Word. (If it is not a tile, type in “Word” and search for it and then click on it.) Once it opens you will be prompted to login. Login using your Clemson username@clemson.edu and your Clemson password. You will need to do Duo 2 factor authentication with your phone.
4. **PawPrints** In Word, open a blank document. Click on File, Print and make sure you see “CCIT Lab Printer” as one of the printer options. Click Print and put in a name for the job and your Clemson username, then your password and click Print. This will not charge you for the print job unless you release it.
5. **Open Citrix Workspace:** If asked to add account, use [username@clemson.edu](mailto:username@clemson.edu). Sign in with your username (not @clemson.edu) and Clemson Password. If asked for a passcode, use “push” (to get a push notification to your mobile device) or a Duo passcode on your mobile device
6. **Google File Stream:** Go to drive.google.com and sign in with your [username@g.clemson.edu](mailto:username@g.clemson.edu) and your g.clemson.edu password (separate from your main Clemson password). If you do not know this password, ask for assistance. Click the gear in the upper right, and click Get File Stream for Windows. Once this has finished installing in your File Explorer you will see Google Drive File Stream as a drive on your computer. Everything you save under this drive is automatically backed up to Google Drive. A lot of people save all of their files in here
7. **Clemson Home Directory**: Add network location by going to Windows File Explorer, click on This PC, Computer (top bar), Add Network Location (also top bar), Next, Choose custom network connection, Next, type in [\\home.clemson.edu\homes](file:///\\home.clemson.edu\homes), Next (there may be a slight pause here. If you get an error, try again). On this screen do not log in with [username@clemson.edu](mailto:username@clemson.edu). Instead, under enter network connection, click more choices, use a different account and log in with just your user name and password, click OK, type in Clemson Home Directory, next, finish.
8. **Connect to WiFi and install Gmail and my.Clemson on your phone**: You will log in to WiFi the same as on your computer. Download my.Clemson from the Apple/Google Play Store. The Gmail app is likely already on your phone if you have an Android. You can download the app from the Apple app store for iOS. Sign in with your [username@g.clemson.edu](mailto:username@g.clemson.edu) and your g.clemson.edu password (separate from your main Clemson password). If you do not know this password, ask for assistance

**Additional Resources:**

https://ccit.clemson.edu

https://clemson.edu/laptopsetup

For help, email: ITHELP@clemson.edu *8/15/2019*