



Using The Workstation



Logging Into The Workstation



1.Press CTRL + ALT + DEL 2.Click OK on Disclaimer 3.Enter CaneLink Username/Password



Initial Desktop

This is the initial desktop layout with access to many popular programs such as:

Firefox

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- Google Chrome
- Microsoft Office



Student Resources Folder

Inside the Student Resources folder are links to:

- Law School Website
- Legal Research Tools
- Student Email





Legal Research Tools

Inside the Legal Research Tools folder are links to:

- CALI
- Law Library Catalog
- Lexis Nexis
- Westlaw

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Cloud Storage

The Cloud Storage folder contains shortcuts to:

• Box

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- Google Drive
- OneDrive





Accounts & Security



Cloud Storage

The University of Miami provides free online storage access to the following providers while you are a current, degree seeking student:



Box http://box.miami.edu



Google Drive http://google.miami.edu



UNIVERSITY OF MIAMI One Drive http://onedrive.miami.edu

Student E-Mail and CaneLink



Law school e-mail account (**JXD1234@law.miami.edu**) is used as an alias pointing to your Office365 account (**JXD1234@miami.edu**). It is also used for accessing the Law Library database.



Your CaneID* (**JXD1234**) is used for accessing the CaneLink Website, logging into your Office365 email account, logging into student workstations, CaneNet_Wireless access, cloud storage, sending print jobs through Uprint, and various forms on Law School website.

*Requires a change of password every 6 months.



Reminder:

- UMIT will never ask you for your password.
- Do not follow unsolicited web links received in email messages.
- Install and maintain up-to-date antivirus software on your Laptop.



Computer Updates & Security

- Use Windows Update/Apple Software Update to keep your personal system safe from intrusions and attacks.
- Install and keep your antivirus software on your Laptop updated.
- This also applies to other software. (i.e. Adobe, Microsoft, etc.)
- Do not follow unsolicited web links received in email messages.
- If you have any questions, please contact the Help Desk.
- * Refrain from installing full OS upgrades as it may cause compatibility issues with some software. (i.e. Exam4)





CaneNet_Wireless

- CaneNet_Wireless is the University of Miami's wireless network and is available in most areas of the Coral Gables campus.
- This service provides Internet connectivity to currently enrolled law school, undergraduate and graduate students.
- Students can connect to CaneNet_Wireless with your CaneID and password.



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UPrint

- UPrint is the printing solution for students at the University of Miami.
- Environmentally-friendly printing solution, helping reduce waste.
- Students registered for credit classes will be given 130 "UPrint Credits" for the school year.
- If you run out of "UPrint Credits" before the year ends, you can pay for your printing with your CaneExpress account.

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UPrint Credits

BLACK & WHITE	CREDITS/PRINT
Letter Size (8.5" x 11")	0.05
Legal Size (8.5" x 14")	0.05
Ledger Size (11" x 17")	0.05
Double-sided (any of the above sizes)	0.08
COLOR	CREDITS/PRINT
COLOR Letter Size (8.5" x 11")	CREDITS/PRINT 0.10
COLOR Letter Size (8.5" x 11") Legal Size (8.5" x 14")	CREDITS/PRINT 0.10 0.10
COLORLetter Size (8.5" x 11")Legal Size (8.5" x 14")Ledger Size (11" x 17")	CREDITS/PRINT 0.10 0.10 0.10



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Sending Prints



Enter CanelD:	JXD1234	This is your MyUM IE
Password:	****	
Please enter a name for this job.	Case Study 1-5	

- 1. Click on drop down arrow on the right of the print icon, click on print.
- 2. Scroll Left/Right, find Uprint B&W to print to UPrint Black and White printer. This also applies when printing to Uprint Color, for color printing.
- 3. Pharos Pop Up: Enter your CaneID (**JXD1234**), password, and name of the Job.

This will send your print job to the Queue.

Collecting Prints



3

Print

- 1. UPrint Printers are located: D147 & D135 - 1st Floor D232 - 2nd Floor D332 - 3rd Floor
- 2. Use the touch screen or swipe your CaneCard to log in, you can also login with your CaneID (JXD1234) and password.
- 3. If a paper jam/error occurs. You can pick up the UPrint Phone to call request assistance.

In efforts to be environmentally friendly, printers default to 2-sided/duplex printing.

Note: Printers do not have A4 paper

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LEXIS Printing

LEXIS has two dedicated laser printers located in the 2nd floor in Room D232 of the Law Library.







Getting Help

STUDENT TECHNOLOGY

Law Library, Room C118 (305) 284-LAWS (5297) sthd@miami.edu http://www.miami.edu/it/sthd

Monday - Friday: 9AM - 5PM















CanesGuest vs CaneNet_Wireless

- CanesGuest is an open, unsecure network that offers no encryption to the wireless network.
- CaneNet_Wireless is an encrypted Wi-Fi network that allows students to surf the Internet in a secure manner. Start using CaneNet_Wireless today for your security!



Get Connected (Mac)

- 1. Click on the wireless signal icon on the top right of your screen
- 2. Select **CaneNet_Wireless** from the list of wireless network connections
- 3. You will be prompted to input your CaneID and password. Remember to click the checkbox next to "Remember this network" and then click **Join**







Get Connected (Mac)

- 4. When Verify Certificate window appears, click **Continue**
- 5. If your Mac prompts you for a password, proceed to type in your computer's password, and then click **Update Settings**
- 6. Open your browser to verify connectivity







Get Connected (Windows)

- 1. Click on the wireless signal icon on the top right of your screen
- 2. Select **CaneNet_Wireless** from the list of wireless network connections
- 3. Checkmark "Connect automatically" then click **Connect**





Get Connected (Windows)

- 4. You will be prompted to input your CaneID and password. Type in your credentials, and then click "*OK*"
- 5. A Windows Security Alert will appear, do not be alarmed. Simply click "*Connect*".





Get Connected (iOS)

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- 1. Tap on the **Settings** icon on your home screen
- 2. On the settings screen, tap Wi-Fi
- 3. Select CaneNet_Wireless
- 4. You will be prompted to input your CaneID and password, then tap **Join**
- 5. Tap **Accept** to accept the security certificate



Settings

On

Airplane Mode

Bluetooth







Get Connected (Android)

- 1. Tap on **Settings** located in your Apps
- 2. Under Wireless and network, tap on **Wi-Fi**
- 3. Select CaneNet_Wireless
- 4. From the Connect menu, select **TTLS** as the EAP method and **MSCHAPV2** as the Phase 2 authentication
- 5. You type in your CaneID in the *Identity* section, and then your password, then tap **Connect**

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AVAILABLE NETWORKS		TTLS 🔻
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SecureCanes		CA certificate
		Don't validate 💌
CaneNet_Wire	less	No certificate specified. Your connection
+ Add network		won't be private.
		sibis
		Anonymous identity
		Password ••••••8
		Show password
		CANCEL





Law School Email



Law Email Setup (iOS)

- 1. Tap on **Settings**.
- 2. Scroll down and tap on **Passwords & Accounts** or **Mail, Contacts, Calendars**.
- 3. Tap on Add Account.

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# Law Email Setup (iOS)

#### 4. Select Exchange

5. Enter your email address <u>username@miami.edu</u> and your password. Tap **Next** when you are done.





# Law Email Setup (iOS)

- When sync settings appear, you may change the settings to your preference. When you are done, tap Save.
- 7. In the event you need to enter info manually...

<u>Server</u> outlook.office365.com <u>Domain</u> (leave blank) <u>Username</u> username@miami.edu

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- 1. Tap on **Settings**.
- 2. Scroll down to **Personal** and click on **Accounts**.
- 3. Tap on Add Account.

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#### 4. Select Exchange.

Enter your email address
 <u>username@miami.edu</u> and your
 password. Tap Next when you are
 done.

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- 6. Once the **Security warning** window appears, click on **Continue**.
- 7. It may take several moments for the next window to appear.
- 8. Once the **Remote** security administration window appears, click **OK**.

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Domain\username \sibis	Domain\username \sibis	Domain\username \sibis@students.law.miami.edu
Security warning	Password	Remote security administration
There are problems with the security certificate for this site. Certificate not from a trusted authority	Retrieving account information	Server webmail.law.miami.edu must be able to remotely control some security features on your device. Continue?
VIEW CANCEL CONTINUE	Use secure connection (SSL)	CANCEL OK
Use client certificate	Use client certificate	Use client certificate
CLIENT CERTIFICATE	CLIENT CERTIFICATE	CLIENT CERTIFICATE
NEXT >	NEXT >	NEXT >

- 9. Once **Sync settings** appears, you may change the settings to your preference. Make sure that Sync Messages is unchecked (it will send an email anytime someone calls your phone) When you are done, click **Next.**
- 10.It may take several moments for the smart phone to process the information.

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Notify me when email arrives	
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Sync Calendar	
Sync Task	
Sync Messages	
NEXT >	



#### 11.When the **Device Administrator** window opens, click **Activate**.

12.You may edit the account name to whatever you like. Click **DONE** when you are finished. It may take several minutes for the device to connect with the server and setup the mailbox.

← Device administrator	Edit names
Email     Server webmail.law.miami.edu must be able     to remotely control some security features     on your device.     Activating administrator will allow Email storage     to perform the following operations:	Your account has been set up. You can no change your account name and your nam outgoing email. Account name (optional) Miami Law
Erase all data	
Set password rules	DONE
Monitor screen-unlock attempts	Lawyers Law Lawrence
Lock the screen	1 2 3 4 5 6 7 8 9 q w e r t y u i
<ul> <li>Set lock-screen password expiration</li> </ul>	a s d f g h j k
Set storage encryption	t z x c v b n m
CANCEL ACTIVATE	Sym V , English(US)

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13.In the event you need to enter info manually...

<u>Domain\Username</u> username@miami.edu

Exchange Server outlook.office365.com

The rest of the settings should left be unchanged.

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# Thank You!

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King Ingraham Sr. Desktop Support Technician Student Technology Help Desk