

INFORMATION TECHNOLOGY SERVICES

www.smith.edu/its

Smith College provides computer resource centers for students in multiple locations across campus. All student resource centers are equipped with Macintosh computers, Windows computers, and laser printers. The resource centers in Seelye and Bass also offer scanning stations and color printers.

In the resource centers, students can access Microsoft Office for Macintosh and Windows, GroupWise email, academic courseware, Five College library resources, and internet resources including **TARA** (Technology And Resource Advisor), the ITS self-help website.

www.smith.edu/its/tara

Student Resource Centers: There are staffed and unstaffed student resource centers. Your Smith OneCard provides door access to the unstaffed 24-hour centers. Visit the ITS web site for hours and locations. For further information about these resource centers, contact the Resource Center Manager, x 3099.

- Workshops available throughout the academic year
 - ◆ Beginner courses
 - ◆ Advanced user courses

- Computer purchase plan available for students
 - ◆ Call the Computer Store at x3027 for information

GRECOURT BOOKSHOP ~ Campus Center, lower level

The bookstore sells new and used textbooks, school supplies, book bags and sportswear. With your Smith student ID personal checks up to \$20 can be cashed at the bookstore.

Tips when purchasing books

- Attend classes first, before purchasing your books. Remember to save your receipts!
- Be sure you are buying the exact edition your professor requested
- Expect long lines at the beginning of each semester!
- Check prices online first

ADA COMSTOCK SOURCES OF INFORMATION

The Comstock Connection

- Ada Comstock Class newsletter
- Serves as a liaison of information between the dean, class officers, and the Ada class. Items can be submitted to the student Lode Editor as announced each year.

Web Sites

- The Smith College website at **www.smith.edu** includes electronic bulletin boards and links to the CDO, BannerWeb, course information, libraries, college offices, etc. You can find information about most administrative offices and academic departments. This information is updated on a regular basis.
- The student-run “Daily Jolt” at **www.smith.dailyjolt.com**

ASPECTS (A Students Perspective on Every Class Taught at Smith)

- Student compiled course critiques based on student questionnaire responses that are available each semester to assist students in pre-registration.
- Can be found at: www.smith.edu/aspects
- Sponsored by the Curriculum Committee of the SGA

ADA SPECIFIC WEBSITES

- <http://sophia.smith.edu/adaclass>
- <http://sophia.smith.edu/adaclass/index.php/gathering/viewthread/21/>
instructions for website registration

<i>ID CARDS, MAIL, LOCKERS, ETC.</i>

Identification Cards

Smith OneCard is the Smith College ID card issued to all Smith students, faculty, and staff. In addition to identifying your status at Smith, your OneCard is your interface to the OneCard Transaction System which supports a variety of services on campus, including:

- Library circulation

- Dining services in Smith residence houses
- Door access
- Access to Campus Cash
- Printing from campus computers

The Smith OneCard is also the only accepted means of identification for the following activities:

- Receiving exams
- Writing checks in the bookstore
- Using athletic equipment and facilities
- Receiving student rates for college activities
- Activities and facility use at the other four colleges

If your card is lost or stolen, notify the college immediately. A replacement card will be issued for a fee. Go to www.smith.edu/its/services/onecard for further information.

Campus Mail and E-mail

All on campus mail will be delivered to your college mailbox at 1 Chapin Way in the Campus Center. In addition, **important college related information will be sent to your Smith email account.** It is important to read all notices that are sent to you! Check your mail often.

While all campus mail will be sent to your mailbox, it is essential to keep the Registrar and the class dean's office informed of any name or address change.

Lockers ~ Where can I find them?

- Ada Lounge in Hopkins House
 - ◆ 40 lockers available on first come basis
 - ◆ Supply your own padlock
 - ◆ Contact Ada Comstock Coordinator on cabinet
- Small gym-size lockers available in the Ainsworth/Scott Gymnasium
 - ◆ Register at the main office on the first floor of the gym
 - ◆ Minimal deposit
- Unassigned lockers in the women's locker room in Ainsworth Gym
 - ◆ You must register at the main office
 - ◆ Supply your own padlock and you have the locker for the year