

Onboarding a new computer/laptop/device

Here's how to prepare your personal devices for working with NPS and library systems.

Step	In tech speak	In English	PC Users	Mac Users	Mobile/cell phones
1 REQUIRE	Email (these are your NPS credentials)	Your email address is your primary contact and identifier across many NPS systems.	https://mail365.nps.edu/	https://mail365.nps.edu/	https://mail365.nps.edu/
2 REQUIRE	Install DoD Certificates	Accessing many systems requires that certificates be installed on your computer. These certificates tell your computer which web sites or applications can be trusted.	https://nps.edu/web/technology/dod-certificates	https://nps.edu/web/technology/dod-certificates	
3 REQUIRE	Install Antivirus software	Antivirus software keeps your computer (and NPS systems) safe from viruses and other unpleasant, hostile bits of code.	https://nps.edu/group/technology/software-download scroll to Anti-Virus Tools	https://nps.edu/group/technology/software-download scroll to Anti-Virus Tools	
4 REQUIRE	Install and configure MFA	Your account is verified through MFA (Multi-factor authentication). This is how various NPS systems know that you are who you say you are. Most people opt for getting a text to their cell phone with a confirmation number.	https://wiki.nps.edu/display/TAC/SECURE+YOUR+ACCOUNT+with+MFA	https://wiki.nps.edu/display/TAC/SECURE+YOUR+ACCOUNT+with+MFA	
5 REQUIRE FOR MAC USERS	Mac OS Survival Guide	This guide will help you with some Mac configuration issues for accessing government systems, restoring access after a CAC change, encrypting and digitally signing, working with DPMAP, and working with cloud services.	N/A	https://nps.app.box.com/v/macossurvivalguide	
6 GOOD TO HAVE	Install VPN /GlobalProtect	Installing GlobalProtect/VPN (Virtual Private Network) allows you to access NPS internal systems not available to the public (ERN network, behind the firewall). This is not required IF you plan to never access the internal ERN network.	https://wiki.nps.edu/pages/viewpage.action?pageId=1192100676 , scroll to PC section	https://wiki.nps.edu/pages/viewpage.action?pageId=1192100676 , scroll to Mac section	https://wiki.nps.edu/pages/viewpage.action?pageId=1192100676 , scroll to iOS, Android, Linux
7 GOOD TO HAVE	Install MS Office 365	Install MS Office applications such as Word, Excel, PPT, Outlook, OneNote, Teams OneDrive--Connect to your cloud storage space	https://o365.nps.edu/	https://o365.nps.edu/	https://o365.nps.edu/
8 GOOD TO HAVE	Install Adobe Reader	Adobe Reader allows you to read PDF files.	https://get.adobe.com/reader/	https://get.adobe.com/reader/	https://get.adobe.com/reader/
9 USEFUL BUT UP TO YOU	Configure Wireless (only on base) NPS ERN	This is not required IF you plan to never access the internal ERN network or, for example, print to a network printer from campus.	https://wiki.nps.edu/display/TAC/Cloudpath+NPS+Wireless+and+Wire+Network+Connection+Instructions , scroll to Instructions for Windows	https://wiki.nps.edu/display/TAC/Cloudpath+NPS+Wireless+and+Wire+Network+Connection+Instructions , scroll to Instructions for Macs	
Library Tools					
Step	In tech speak	In English	PC Users	Mac Users	Mobile/cell phones
10 USEFUL BUT UP TO YOU	Install Library printers	This installs the printers available in the Library only. If you need to install printers elsewhere on campus, please talk to the TAC.	https://wiki.nps.edu/display/libraryservices/InstallPrintersPC	https://wiki.nps.edu/display/libraryservices/InstallPrintersMac	https://wiki.nps.edu/display/libraryservices/Mobile+Printing
11 USEFUL BUT UP TO YOU	install Adobe Digital Editions	Allows you to read eBooks.	https://www.adobe.com/solutions/ebook/digital-editions/download.html		
12 USEFUL BUT UP TO YOU	Install Zotero	Zotero helps you organize your research and creates citations for you.	https://www.zotero.org/ https://www.zotero.org/ https://www.zotero.org/		

13	Library useful links	<p>Library web site—connect to all our info and services here https://library.nps.edu</p> <p>Research guides—start your research here https://libguides.nps.edu/</p> <p>Ask a Librarian—contact a librarian directly https://libanswers.nps.edu/</p> <p>Reserve a Library study room https://libmeeting.nps.edu</p> <p>Interlibrary Loan—borrow materials from another library https://nps-iliad-oclc-org.libproxy.nps.edu/iliad/iliad.dll</p> <p>Calhoun--Our institutional repository--find theses and faculty publications https://calhoun.nps.edu</p> <p>Restricted Resources https://library.nps.edu/restricted-resources</p> <p>Graduate Writing Center (GWC)—get help writing your papers and thesis/dissertation and attend useful workshops, etc. https://nps.edu/web/gwc</p>
14	These URLs are handy for accessing NPS systems	<p>Sakai--https://cle.nps.edu/</p> <p>Python--https://python.nps.edu/</p> <p>Student Muster--https://exapps.nps.edu/studentmuster/</p> <p>Intranet--https://nps.edu/group/mynps/</p> <p>Password management—change or recover your password--https://npspassword.nps.edu/</p>
15	Not to be missed!	<p>Military CAC-- instructions for getting your CAC card read in. Windows 10 Windows 11 Mac</p> <p>Zoom for government--https://www.zoomgov.com/</p>