

TJHSST Account Introduction

Changing your password

To change your password, you can do so using the following procedure on Windows operating systems:

- Download putty.exe from <http://www.chiark.greenend.org.uk/~sgtatham/putty/download.html>
- Double-click on it to run, approving any security prompts as needed (there is no installer)
- In the box that opens, make sure the Connection type is set to SSH and then in the Host Name field, type remote.tjhsst.edu, then click Open at the bottom of the window
- The box will disappear a black window will open; at the "login as:" prompt, type your username and hit enter
- A welcome message will be printed. Type your current password and press enter to login. Note that this is a Linux system and as such no visual feedback (such as **) will be printed as you type.
- A Bash prompt will appear (username@ras1 ~ \$). Type kpasswd and press enter; then follow the instructions.
- To disconnect after changing your password, either type exit at the prompt or close the window.
- If you require any assistance with changing your password, please email sysadmins@lists.tjhsst.edu

On a Mac OS X or Linux-based system, open a terminal (found in the Applications/Utilities folder on a Mac) and type "ssh username@remote.tjhsst.edu" followed by enter, and then continue with the steps listed above.

Email Account Access

You now have a TJHSST Email account of the form username@tjhsst.edu You can access this account via the TJHSST Webmail system at <https://webmail.tjhsst.edu> Note that to log into webmail you need to enter your **username, NOT your email address**. All official school mailings will be sent to your TJHSST Email, so please check it at least daily.

It is recommended that all students set up email forwarding with their TJ Email if they primarily check another email account. Please follow the guide at: https://livedoc.tjhsst.edu/wiki/Forwarding_your_TJ_Email

If you would like to use an email client (such as Outlook or Thunderbird) with your TJ Email, use this access information:

For IMAP (Preferred over POP3)

IMAP server: imap.tjhsst.edu	Port: 993	Encryption Type: SSL	Requires Auth (TJHSST username/password)
SMTP server: smtp.tjhsst.edu	Port: 465	Encryption Type: SSL	Requires Auth (same as IMAP)

For POP3 (This is required for some older clients, however, it does not support email synchronization)

POP3 server: mail.tjhsst.edu	Port: 995	Encryption Type: SSL	Requires Auth (TJHSST username/password)
SMTP server: smtp.tjhsst.edu	Port: 465	Encryption Type: SSL	Requires Auth (same as POP3)

If you require any assistance with setting up your TJHSST Email account, please email the Student Systems Administrators at sysadmins@lists.tjhsst.edu and they will be able to assist you.

Intranet Account Access

Your Intranet (Ion) Account will be created in August after your classes for this fall are scheduled. You will receive an email to your TJHSST Email at that point with instructions on how to access the TJ Intranet application and view your course schedule.

TJHSST Network User Guidelines

The TJHSST Tech Team and Student Systems Administrators maintain a wide variety of information systems including, but not limited to, email accounts, the Student Intranet (Ion), computer labs, and web resources. These resources are developed and maintained for the benefit of the school and all users are expected to assist in their successful operation.

To that end, the below guidelines are intended to help users understand appropriate access. By accessing TJHSST Network resources, you agree to be bound by these guidelines as well as the FCPS SR&R and Network AUP.

Account Integrity

In order to access most TJHSST Network Resources, you will need a network account which will be created for you on or before the first day of school. You are required to use only your account and password to access TJHSST Network Resources. **Sharing of account information is not permitted.**

Neither the TJHSST Tech Team nor the Student Systems Administrators will ever ask you for your password in any form. NEVER email your password to anyone. Violations of this policy will result in your account being disabled until you to meet with a member of the TJHSST Tech Team to reset your password.

Many of our services are remotely accessible which means they are also open to remote attacks. While they are considered secure, absolute security cannot be guaranteed. To help protect your account, you should use a strong password (at least 8 characters in length, including both upper and lower-case letters and a number or symbol). In addition, you should logout or lock your workstation if you must leave it for an extended period of time.

System Integrity

Every user has a responsibility to help ensure the integrity of the TJHSST Network. To this end, launching attacks against or using TJHSST Network Resources is not permitted. Users should also report any attacks against their account.

In addition, use of the TJHSST Email System to send or receive inappropriate messages is not permitted.

Intellectual Property

The only software, other than students' projects, to be used on systems in the school's labs are those products for which the school owns a valid license or the school may legally use. Licensed/copyrighted software is not generally available for borrowing and may only be used at other sites with approval of instructor. Copyrighted software shall not be downloaded from the Internet or further transmitted in any form without compliance with all terms of a preauthorized licensing agreement. Infringement or violation of U. S. or international copyright laws or restrictions will not be tolerated.

Violations

In the event that your account is used in violation of the above guidelines, the FCPS SR&R, or the FCPS AUP, part or all of your network access and privileges may be immediately suspended prior to your notification if necessary to protect the integrity and functionality of the network. This is in addition to any consequences laid out in the SR&R and AUP.

Questions

If you have any questions about these guidelines or acceptable network use, please contact the TJHSST Tech Team at techteam@tjhsst.edu and we will be happy to assist you.