Using Computers at the FI MU

At the beginning of studies at the FI it is important students become familiar with the following information. The Faculty of Informatics offers its students the opportunity to manage their study matters electronically through a **university information system** and **faculty administrative server**. Students receive a username and password and upon verification, students are able to access the university's and faculty's administrative information.

The university network is a complex tool that lets students enrol in courses, find out about exam results, obtain study material, work on tasks and communicate with the academic world. Students have free access to computers in rooms A215, A219, B116, B117, B130, B311 except when there are lessons being held. The main computer hall B106 is opened for individual student work during the whole day. The faculty is opened through work days from 6:00 to 22:00. To enter and leave these rooms, students need their MU ISIC card or an alternative (MU-issued) chip card. Students must present their ID card whenever they are asked to do so by the CVT staff in these labs.

No eating or drinking is permitted in the computer labs. Do not leave clothing on the computer desks.

To use the faculty computers, students must have an active account. An active account means that the computer will recognise the student's login and password. Computer accounts provide students with access to computers and to the Aisa server, which unlike the classroom computer stations is accessible from the Internet and is a server on which some specialised courses will require their work to be completed.

The Study Office issues students their personal identification number (učo) and primary password for the Personal Administration within the Information System of Masaryk University (http://is.muni.cz/help/). In place of the student's učo, students can use virtually any name. The student's chosen name can be set-up in the Personal Administration.

To use the local faculty systems (computers in labs, student servers, Faculty Administration – http://fadmin.fi.muni.cz/), students need their faculty password and a special login name. The list of učo's with their assigned logins is located on the notice board in front of the computer hall. The login is an "x" plus the student's surname, shortened, if necessary, optionally completed using a number added to distinguish logins that would otherwise be the same. For foreign students the login is created as an "x" plus their učo. The faculty password is initially the same as the secondary password in IS, but a change of one doesn't affect the other. Students can set their faculty password at https://is.muni.cz/auth/system/heslo_fi.pl.

If the student has already studied at FI, his password to the Faculty Administration may be different from the secondary password. In this case, it is possible for the student to transfer his password from the Information System here: https://fadmin.fi.muni.cz/auth/sys/zmena_hesla.mpl.

If students are unable to log into any kind of system, they must double-check that they are using the right keyboard layout (Czech or English), that Caps Lock or Num Lock are how the student prefers them, that they are not confusing the letter "O" with a zero, or the digit "1" with lower case "L".

Let us remind the students that once they have been issued a login, they are bound by the Faculty's rules concerning the use of the computer network. The password was generated in such a way that it cannot be easily guessed while still being easy to remember. Should students want to change it, make sure that their new password contains both numbers and letters and is at last 8 characters long. The password must be remembered and never revealed to anyone. Every user is responsible for their account. Should students have the slightest suspicion that someone is using their password, change the password immediately. It is advisable to change the password once every three to six months in any case. If students have the feeling that something inexplicable is happening to their account, e.g. files are missing or being added or the system reports that the student is logged in some other time than the student expects, students must contact the system administrator immediately.
To change one's password to the local faculty systems, use one of these applications: https://fadmin.fi.muni.cz/auth/sys/zmena_hesla.mpl or https://is.muni.cz/auth/system/heslo_fi.pl. The primary password for Personal Administration in the IS is issued by the Study Office only. Students must remember that the secondary password and the password to the local faculty systems are different and that changes to one do not affect the other.

Students must not turn off the computers, not even at night, nor reset them, regardless of the operating system, without the direct consent of an administrator. Students must respect the rules concerning the safety and personal space of other users. Students must never leave their computer without logging out. A computer is properly logged out of when a new login window appears. A frozen computer can be often repaired by an administrator without the need to restart the system.

At the end of computer hall there is a printer for individual student printing, e.g. study materials. Payment is made through SUPO account.

Students who use laptops will appreciate that practically the whole faculty has WiFi coverage (two networks – *wlan_fi*, *eduroam*), allowing students access to a speed-limited Internet connection. In the vicinity of room B116, in the computer hall and in the study A214 there are specially designated workspaces for Ethernet connection – 1 Gbits/s. All methods of connection (WiFi, Ethernet) require the user to follow certain rules and undergo an authentication process. Details can be found at http://fi.muni.cz/tech/wireless/; http://wiki.ics.muni.cz/en/wifi/navody/eduroam. In case of any problems, contact: wifi@fi.muni.cz.

For every user of the IS, an e-mail box is automatically created. This is učo@mail.muni.cz and students can use it directly through the IS. Students should check their učo@mail.muni.cz regularly as all information concerning their studies at MU are sent to this email address. Another mailbox, created for FI students, is named login@fi.muni.cz (where login is the xname form mentioned above). The mailbox is accessible directly from any faculty UNIX systems (Aisa, Anxur, UNIX stations in the computer hall etc.) or via IMAPS/POP3S (server aisa.fi.muni.cz).

Should students experience technical problems with Windows or UNIX computers, they are advised to send an e-mail to win@fi.muni.cz or unix@fi.muni.cz respectively. The contact address in case of problems with connection to the WiFi network is wifi@fi.muni.cz. You can also visit the CVT office in room B317.