SLAC Information Technology

Welcome to SLAC!

Whether you're brand new or just want a refresher, we think you'll find these technology resources immediately valuable as you start your career at SLAC.

SLAC IT is the central provider of technology services and a strategic partner for the SLAC community supported by IT professionals. Together, our goal is to ensure we provide the technology services, systems, and support that you need to do your work.

Technology tools to get started at SLAC		
	Checklist	**Information and Resources**
☐	Email Client	Office 365 Web Mail Login is the recommended cloud-based email tool and the Outlook desktop application is generally supported by SLAC IT. **Login credential:** SLAC ID
☐	Forward your Stanford email to your SLAC email	1. Log into Stanford Accounts 2. Click the "email" tab 3. Click "forward email" 4. Check the second box that says "email address(es) below" 5. Enter your SLAC email into the "Email 1" area 6. Click "Save"
☐	Video Conference	Zoom at Stanford Login is the recommended video conferencing tool that lets you schedule, host, and attend video conferencing meetings. **Login credential:** SUNet ID Learn more about Stanford Zoom Resources
☐	Cyber Training	It is important to stay abreast of the current best practices for protecting your personal information and information at SLAC. [CS200] - Cyber Security Training for Employees Required Annual Training for SLAC Employees/Personnel [CS100] - Cyber Security for Laboratory Users Training Required Annual Training for SLAC Employees/Personnel
☐	Enroll in Two-step authentication	SLAC uses the **DUO Security** two-step authentication system to enhance the security of your account by using a secondary device to verify your identity. This prevents anyone but you from accessing your account even if they know your password. SLAC Duo two-step Authentication User Guide

☐	SLAC's remote access virtual private network (VPN)	**SLAC Virtual Private Network (VPN)** allows you to connect to SLAC's network as if you were on campus, making access to restricted services possible. **Login credential:** SUNet ID
☐	Content Storage	**Google Shared Drives** is a recommended shared space where teams can easily store, search, and access their files anywhere, from any device. Learn more about **Google Shared Drives at Stanford** **Login credential:** SUNet ID
☐	Discover SLACspeak	Browse on **SLACspeak** and search from a glossary of SLAC-related abbreviations, acronyms, initialisms, terms, and lingo that are used at SLAC.
☐	Join SLAC Slack instant messaging (IM).	This is a cloud-based collaboration tool that lets individuals and groups communicate in real-time via chat in public or private channels. **Launch Slack from a web browser**. After logging in with your SUNet ID, you'll see the workspaces you are a member of and any workspaces you are eligible to join. **Using Slack** — get to know the basics from the Slack Help Center **Slack Guides** — tips and tools from the Slack Help Center **Slack Tips** — get more out of Slack **#slac-it-official** — get computing outage notifications and other IT related content, such as news, events, trainings and service updates. **It is not to be used for reporting IT related problems**. Read a blog about **Slack Connect**
☐	Ways to connect with SLAC IT	• **Visit SLAC IT website** • **View in browser the latest SLAC IT Newsletter** • **Subscribe to SLAC IT Updates newsletter** to stay connected and be informed
☐	Setup Soft-Phone	**Softphone - Avaya Workplace Client** is an application that can be installed on both your SLAC provided computer and personal cell phone. (Currently only available for Windows, MAC, Android and iPhone.)

For more technology tools to support your needs, please see Recommended IT Tools.

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