

**BADM 064 SPRING 2007**  
**Lab 1 January 17, 2007**

## **Create GWU Accounts:**

1. Create a GWU E-mail Account

[https://amc.gwu.edu/cgi/acctmgmt/create\\_ldap?verify=pin](https://amc.gwu.edu/cgi/acctmgmt/create_ldap?verify=pin)

<http://helpdesk.gwu.edu/accounts>

2. Create a GWU Web Account

<http://my.gwu.edu/acctmgmt/create>

3. Create/Login to Your Blackboard Account

<http://blackboard.gwu.edu>

## **Download and Install Free Software:**

4. Free GWU-provided software:

<http://helpdesk.gwu.edu/software>

Norton Antivirus: <http://helpdesk.gwu.edu/nav>

GW VPN Client: <http://helpdesk.gwu.edu/software/vpn/index.html>

SSH: <http://helpdesk.gwu.edu/software/download.html>

WS-FTP: <http://helpdesk.gwu.edu/software/download.html>

5. MSDN Academic Alliance (MSDN AA)

<http://labs.msist.gwu.edu/msdnaa>

Accounts will be created by the third week of the semester.

6. Zip Software

7-Zip (free): <http://www.7-zip.org>

WinZip (not free): <http://www.winzip.com>

Zip and unzip a file using 7-zip/winzip.

7. PDF

Free PDF Creator: <http://www.pdf995.com>

Create a PDF file from a Microsoft Word document, and a news web page.

## Optional:

### 8. GMail/Yahoo/Hotmail Account (or any other)

Create and use GMail account as a back-end to GWU e-mail front-end. Why? GMail account gives you lots of space and accepts large attachments.

### 9. Create a Google Webpage

[www.googlepages.com](http://www.googlepages.com)

### 10. Use Google Spreadsheets

<http://spreadsheets.google.com>

### 11. Let me know what other cool stuff should go here ☺

## Create Your GWU Web Page:

### 12. Create web account:

<http://helpdesk.gwu.edu/manuals/webpages/started.acad.html>

SSH-Secure Shell Client to [home.gwu.edu](http://home.gwu.edu) (or [acad.gwu.edu](http://acad.gwu.edu))  
(Question – why can you telnet to that same address?)  
Login using your GWU e-mail user name and password  
At Unix Prompt, type `fix_html` [enter]

### 13. Create your first web page:

Open Notepad

Type something, for example, "this is my first web page."

Save it on Desktop as `index.html`

### 14. Upload your web page to the GWU Web Server

SSH- Secure File Transfer Client to [home.gwu.edu](http://home.gwu.edu) or [acad.gwu.edu](http://acad.gwu.edu)  
Move `index.html` you created into the `public_html` directory on the server.  
Go to <http://home.gwu.edu/~username> to view your site; for example,  
mine is at <http://home.gwu.edu/~sergey>.

## Optional: Create Your Google Web Page

### 15. Google Web Page:

Go to [www.googlepages.com](http://www.googlepages.com) and create your web page.