YOUR WORKSTATION PASSWORD HAS CHANGED! IT IS NOW: changeme

How Do I Change My Password?

1. Click on the Apple in the upper left corner and select System Preferences.
2. Click on Users & Groups.
3. Select your account and click Change Password.
4. Enter your Old Password and then a New Password twice.
5. Click Change Password when finished.

The Dock & The Finder

The Dock contains shortcuts to the most frequently used applications. A black dot indicates an application is running. You can Right Click or Click and Hold an icon for additional options (such as Empty Trash or Keep in Dock).

The Finder (located on the left end of the Dock) is used to navigate around your Mac. Use it to find documents, images, applications, and more.

How Do I Access My Network Shares?

1. Click on the Finder and select Go from the menu across the top of the screen.
2. Select Connect to Server...
3. In Server address, type:
   smb://academic.luther.edu/sharename (Faculty) or
   smb://admin1.luther.edu/sharename (Staff)
4. Click Connect and enter your Norse Key
Sharename is either your Username (for your H drive) or the name of the share (i.e. lis).
How Do I Connect to a Wireless Network?
Click on the Wireless icon located in the top right corner of the screen and select the wireless network you wish to connect to.

How Do I Shut Down or Restart My Mac?
Click on the Apple in the upper left and select Restart or Shut Down. You can also press the Power button for one second to view your options.

How Do I Get Specialized Software?
If you need an application that is not installed on your workstation, create a ticket at help.luther.edu. The Technology Help Desk will contact you to arrange a time for installation.

How Do I Get Windows Applications?
If you need to access a Windows application, you can do so using Citrix (www.luther.edu/helpdesk/citrix). Contact the Technology Help Desk for more information.

How Do I Get Additional Training for macOS?
Learn more online at www.luther.edu/helpdesk/macbasics or www.apple.com/macosx. For Office 2016, Adobe Creative Cloud, or other training, contact the Technology Help Desk at x1000 or helpdesk@luther.edu.