CS 1301 – Lab 1 - Email & Wiki

Lab 1 –Email & T-Square Wiki
Due: Friday Septemer 10th, before 6 pm (Local Time)

(Emails/wiki posts must be RECEIVED, not sent, by this time, so do not
wait until 5:59 to send them. Note that if more than one person tries to edit a wiki page at
the same time, problems happen, so make sure you add your wiki link to your section's
page well before the "crunch time" near 6pm on Friday!)

Files to submit:
NONE! Just send the email and post to the wiki as described below.

Contents:
Part 1 – Course Survival Kit
Part 2 – Email
Part 3 – Wiki Rules and Post to Labs section of T-Square Wiki

For Help:
• TA Helpdesk – schedule is posted on class website
• Email TA's – hey, that's what Part 2 is all about!
• OIT for configuration problems with email

Notes:
1. Do not wait until the last minute to do this assignment in case you run into
problems
2. If you find a significant error in the assignment, let a TA know immediately!
3. OIT is not open on weekends, so keep this in mind if you run into any
problems.

Part 1 – Course Survival Kit
The following software is highly recommended to complete CS 1301. Most of this
software will be useful beyond this class as well, and thus you're encouraged to
become as familiar as possible with it.

Adobe Acrobat Reader
All homework files will be distributed via PDF, so if you're reading this file you are
probably using Adobe Acrobat already. If you somehow still need it, you can
download it for free here at
http://www.adobe.com/products/acrobat/readstep2.html

Email Program

Email is an integral part of life at Georgia Tech, hence there are many ways to access it.

Here are the most popular:

• Zimbra – Many of you have upgraded to the Zimbra mail service.
https://mail.gatech.edu
• SPECTRUM Webmail - This is an older web-based method of accessing your email.
http://webmail.mail.gatech.edu
• Mozilla Thunderbird - We recommend you use Mozilla Thunderbird as your primary email client. This is available for Windows, Mac, and Linux here:
http://www.mozilla.com/thunderbird/
OIT has a tool that will automatically configure thunderbird for you
http://faq.oit.gatech.edu/0302.html
• If you prefer to use any other mail program such as Outlook, Outlook Express, Eudora, or Entourage, please see the FAQs from OIT:
http://faq.oit.gatech.edu/cgi-bin/submenu?mail+spectrum
• If you are a UNIX aficionado, you can log into acme.gatech.edu and use pine or elm.

Part 2 – Email

Hopefully by this point, everyone has already been using their GT email address and knows how to send email. All you need to do for this assignment is send an email to your assigned TA (see the TA Helpdesk page of the website for your TA's email address) from your GT EMAIL ADDRESS including the correct subject line and content. Do not use another email address or you will lose points. **The subject of your email should be [CS 1301] Lab 1**. Again, you will lose points for any other subject line! In the body of the email, write a short introduction about yourself. **Be sure to include your name, major, hometown, and an interesting fact about yourself.** You may include any other information you choose. **You also need to configure an email signature**. A typical signature is 3 or 4 lines long with basic contact information about you.

Example:

Sam Asghari
sam.asghari @ gatech.edu
CS Undergraduate - Georgia Institute of Technology

Part 3 – Wiki

In this class, you can use the wiki on the CS1301 T-Square page as a way to coordinate with your partner or share data.

The Assignment – Making Your Wiki Page

You will be creating a wiki page for yourself. But first, find the wiki page that corresponds to your particular class section (A1, A2...etc) on T-Square. Found it? Good.

Now, add a link to a new page *in the proper place, alphabetical by last name* on the page. If you don't know how to do this, T-Square provides help about how to format wiki pages on the right hand side of the edit window. Click the link for more hints on wiki formatting.

After you add the link, if you click on it T-Square will automatically create a new page for you. Click edit to modify the page. **In your page, include your name, picture, and two or more interesting facts about yourself. Your page must also make use of at least two different text formatting features (color, italics, bold, etc) and a super-script or subscript!**

For the image, you will have to upload your photo to T-Square under the "Student Photos" folder in Resources before you can link to it from the wiki.
After you upload your image to resources on t-square, accessing the URL to use within the wiki is a deviation from the norm. For example, let's assume there is a folder under resources named **StudentPictures**. If I, the user, upload a file named **sAsghari.jpg** , the *internal* URL that I would need to use within the wiki to make my image display is: ***worksite:/StudentPictures/sAsghari.jpg*** .

That's all for Lab 1!

Grading:

Note about grading: If you do not have all the requirements needed for each part, you will NOT receive any credit for that part. For example, if the email you send contains all the proper information, but not the correct subject line, you will receive ZERO points for the email portion of the assignment! Each part is all or nothing, so please follow the instructions completely!

25 points – email sent to TA with correct subject, content, and signature
75 points – Create a page on the T-Square wiki
- 25 pts - Page has name and interesting facts, link inserted in alphabetical order by last name.
- 25 pts - Page includes a picture of the student, longest edge has a maximum size of 300 pixels.
- 25 pts - Text formatting used includes at least two different examples of [color, italics, bold, strike-through, underline, etc] and at least one character that is a superscript or a subscript.

Note: To receive credit, you **must** follow the directions completely and include all requested content in the email and forum post. **No partial credit** will be awarded, so you will receive a score of 0, 50, 75 or 100.