

Lutheran Theological Seminary at Gettysburg

Student Information Technology Overview

The Seminary's plans for enhanced application of Information Technology continue to progress very well. There are approximately 120 computer systems deployed on the campus network of roughly 60 miles of wiring connecting 800 locations in 20 buildings. These systems, for the most part, are utilizing the most current technology available, including Microsoft Windows and Office along with high-speed Internet access and e-mail for nearly all students, faculty and administrative staff. The Internet domain for the seminary is "www.ltsg.edu." Additional information regarding technology can be found on the seminary web site. Communicating via e-mail involves addressing individuals by their first initial and last name followed by "@ltsg.edu." For example, if you wish to send a message to John Smith the e-mail address is "jsmith@ltsg.edu."

In addition to enhancing our ability to do research that is more effective, improving current course offerings and expanding our communications both internally and externally, the faculty is exploring new ways of augmenting our educational programs with information technology. Our faculty has been very interested in the use of technology in classrooms and has been attending conferences and doing research on the most appropriate applications of technology with our programs.

Please find the following information:

- A. Information Technology Wiring**
- B. Residential Phone Service**
- C. Residential Cable TV Service**
- D. Student Internet Access**
- E. Student Computer Facilities**
- F. Policies and Procedures**

A. Information Technology Wiring

The campus wiring infrastructure originates in the TECH Room in the basement of the library. Most rooms on campus have been wired with one or more technology drops or Information Outlets (IO's) that are white boxes with wiring terminals/jacks/ports. Typically, these boxes appear as follows:

Location Number

The Location Number is on a white label.

White Terminal: Voice/ Telephone	Blue Terminal: LAN/Data Network
Silver Terminal: Cable TV	

The White Voice terminal is for a telephone connection. It takes a regular RJ-11 connector terminated telephone cord. This wiring then is connected to a junction box in the building, which in

turn is connected to TECH room where our campus network is connected to Embarq's phone service.

The Blue Data terminal is for a Local Area Network (LAN) or data network cable to plug into an Ethernet 10/100/1000 Mbps Network Interface Card (NIC) on a Personal Computer. The Blue Data terminals cannot be used for phone service or modem connections, but can only be used for data connections. The data cables should have RJ-45 data connectors on the ends which are wider than the RJ-11 connectors used for telephones. Remember, Blue is for Data.

The Cable TV terminal is a round silver coaxial cable connection for Cable TV service.

Some Information Outlets may have additional terminals/jacks/ports for Voice, Data, or Cable TV.

B. Residential Phone Service

All residents on campus will continue to arrange for telephone service provided by Embarq (1 800 829-8009) the local telephone utility. Contact Embarq giving them your campus address (Building address and room number) and they will in turn, provide the information to us in order to connect your service. Please allow 1-2 days beyond the Embarq connection date for service to be connected at your campus location. Residents are permitted to use any or all of their voice terminals in the Information Outlets. Generally, older phone jacks (those not in white Information Outlet boxes) will not be in service.

C. Residential Cable TV Service

We have a bulk account agreement with Comcast to provide basic cable TV services (currently the Adams County-Hanover system). **Premium cable services such as HBO, ShowTime, and Pay-Per-View are not provided by the Seminary.** Residents must supply their own Cable TV cable to connect televisions or VCR's to the silver connector on the Information Outlet.

There is no separate hook-up or monthly fee to residents for Cable TV service. This service is included in the base rent of the facilities.

D. Student Internet Access

The Data Network connections of the Information Outlets enable students to have high-speed access to the Internet and E-mail. The seminary is utilizing a multiple redundant connections to our Internet Service Providers and the Internet. As stated in the catalog, there is a technology fee that is required for all students registered for two or more courses. A portion of this fee goes toward seminary Internet and E-mail services. To get Internet access and E-mail, students need to do the following:

Complete an E-mail ID application form (available in a rack outside the mail room or online at <http://www.ltsg.edu/depts/it.htm>) and return the first page to Information Technology. Computer Works (337-1300), the computer technical service vendor of the seminary can assist with the technical implementation including the system options and instructions as needed. Wide Open Communications (337-2424) is our local Internet Service Provider where the seminary web site and e-mail are supported.

Computer users should have a "somewhat current and capable" computer. The PC recommendations can be found in the Information Technology Department section of the seminary web site www.ltsg.edu.

Wireless access on campus is currently provided in Valentine Hall, parts of the Wentz Library and the Singmaster Conference Center.

E. Student Computer Facilities

Owning a Personal Computer is not a requirement for students, but access and use of computers can greatly assist student productivity during the seminary experience. There are computers available for student use in the Library and Valentine Hall. These facilities provide students Internet access and the ability to use applications such as Microsoft Office among other programs.

F. Policies and Procedures

Appropriate use of information technology resources is a responsibility and privilege shared by all members of the seminary community. If you encounter technology problems, please send an e-mail to ITHelp@ltsg.edu or leave a voice mail message at 717-338-3037. Effective communication, cooperation and patience are essential to our shared success.

All users who have an E-mail account through the seminary agree to adhere to the LTSG Information Technology Policies provided with the E-mail application. Misuse of seminary information technology resources may result in review by the Student Conduct Board, Faculty, and/or Dean and possible suspension of technology privileges from students may be warranted.

Please refer to the Information Technology Department at the seminary web site, www.ltsg.edu for further information regarding technology and the seminary.