



Texas Wesleyan University Information & Communication Technology

Computer Labs Survival 101

Following a few simple rules can make your use of the computer labs a much more enjoyable and educational experience. These tips come from years of observing lab users.

Tip 1: Even though you may not need to use the lab at the beginning of the quarter make it a point to go visit several labs EARLY in the quarter to become familiar with the lab environment and equipment. The last week of a quarter is NOT the time to go to the lab for the first time and try to learn how to use the lab!

Tip 2: SAVE your work frequently in case the computer should "freeze up" or the power should go out suddenly!

Tip 3: Murphy's Law applies to computers. That means you need to make BACKUPS of your documents so when we have a power outage or the computer breaks down you haven't lost all your work. Use this rule: if the material is lengthy enough that you don't want to have to retype it in case it is lost...MAKE A BACKUP of the material!

Tip 4: On VERY IMPORTANT Projects make EXTRA Backups! We have seen students who have lost their "whole quarter's project" and/or thesis due to a destroyed floppy disk and the sight is NOT VERY PLEASANT!