Computer Labs, Software, and Printing

Academic Computing Labs
The University provides a range of computing resources to students, faculty, staff. In addition to several departmental labs on campus, there are 2 open labs located in Sullivan (room 138) and the third floor of the Learning Resource Center (LRC 310). For more information, please visit the IT Department's website at http://it.worcester.edu or call 508-929-8856.

Lab Hours
Lab Hours are posted in each lab and can be found on the web at:
- Sullivan Room 138
- Learning Resource Center 310

Printing
Faculty can print from office computers to network printers. Students, Faculty and Staff can print to Pharos release stations (with your WSU OneCard) after logging onto our WSU network Locations. Students wishing to print directly to these printers from your laptop must join the domain and your laptop must be logged onto the network. For information regarding how to join a domain, go to http://it.worcester.edu > Network.

Each student & faculty member receives $20 worth of free Print Credit each academic year, after which funds can be added to the Common Funds on your OneCard to cover additional printing expenses.   Black and white printing costs $.10 per page, while color is $1 per page.

Printing at Worcester State is a very simple process, though it does require you to perform an initial setup procedure for each network printer. Once this procedure is done, you see the campus' available network printers included in your installed printer list. Of course, it is necessary to join a domain and be logged onto the campus network in order to be able to use the OneCard/Pharos network printing system. To obtain information on how to setup your laptop for network printing, go to http://it.worcester.edu > Network
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The IT Help Desk offers a wide range of help services for students, faculty and staff. For information on how to contact the Help Desk link to: http://it.worcester.edu.

Printing is available in the following locations: *The cost is black & white @$.10 per sheet, color @$1.00 per sheet - only WSC OneCards are accepted for payment. (see IT website > Network for info on how to join the domain) {To add printer to your laptop/desktop you must be joined to the domain. Choose Start>Run> and type \\wscprint3 (or Start>All Programs>Accessories>Run in Windows 7), double-click the desired printer from the list of printers, and the selected printer will be added to your list of choices}* Locations

Software Licenses in Labs
Most computer software is copyrighted and its use is restricted. All software in the labs is appropriately licensed and used only in accordance with the terms of the license.

Software
The College can provide (through the Laptop Repair Depot for a fee $ **must** be in Common Funds on OneCard) one licensed copy of Office Professional or Windows OS to any student, staff and faculty members who want to install it on their home computer or laptop. Our license allows the software to be used while a student or employee is attending classes or working at Worcester State. If a student graduates from WSU, software can be kept on the computer on which it was installed. DVD/CDs can be purchased for MSOffice and Windows OS – est. $15.00-$20.00 per item.