Tips for setting up your computer: *Do not stop and start the setup process*

1. You should have received an email to your personal email that included your MU email address with instructions on how to setup your password. If you have not received this email, please contact the IT Help Desk at 717-871-7777

2. Turn on computer and start setup. If you would like a complete setup guide with pictures for every step, please visit our page here: https://wiki.millersville.edu/x/eAdGC

3. Follow the steps through setup. If prompted to connect to Wi-Fi during the setup, please select Marauder Guest.

4. When prompted to log in, use your full MU email address.

5. Please allow some time for setup. IF an hour has passed and it’s still on the setup screen, please reboot the computer (hold the power button down until it turns off, and then hold the power button again till it boots back on)

6. Once setup is complete, log into the laptop using your full MU email and password.

7. **Click on the WiFi icon on the task bar and connect to Marauder WiFi.**

8. Plug your laptop into the monitor via the USB-C cable.
9. To install your printer, click on the Printing icon on your desktop and double click the printer you would like to install. *Talk to your fellow colleagues to determine the correct printer for your area. If you need help locating the printer, contact the IT Help Desk.*

10. If you need to install further software (such as Adobe), click on your Start menu and open the Company Portal. You can install any software listed here by clicking on the icon and clicking install.

11. If you find you need Administrator access to complete software installs, you can gain temporary Administrator privileges by utilizing Admin by Request. Find out more here: [https://wiki.millersville.edu/x/IgEMCw](https://wiki.millersville.edu/x/IgEMCw)

12. If you need assistance with completing your computer setup, you can schedule a *New Dell Computer Setup* appointment by going to [www.millersville.edu](http://www.millersville.edu)

13. **We are here to assist you!** You can contact the IT Help Desk at **717-871-7777**, or by email at [help@millersville.edu](mailto:help@millersville.edu).

   **Fall/Spring Semesters:**
   M-TH 8AM - 7PM EST, F 8AM - 5PM EST

   **Summer/Winter Sessions:**
   M-F 8AM - 4PM EST