

Computer Network Account Information and Directions



An account has been setup on the Anoka Technical College's computer network for you. This account gives you access to:

- Anoka Tech computer network server
- Anoka Tech e-mail address
- 10 GB personal folder on the server
- Print to a network printer
- Shared Folder and designated departmental folders

How to Login to the Anoka Tech computer network from an on campus computer:

1. Turn on computer
2. Enter your username in the dialog box
 - Your username is you first initial/last name:
 - Example: *John Doe is jdoe*
3. Enter the password provided by Human Resources
4. Click YES when the dialog box asks if you would like to change your password.
Note: You must establish a personal password to be able to logon.

How to Login to the Anoka Tech Outlook e-mail from an on campus computer:

1. Login to the Anoka Tech computer network
2. Choose the Outlook icon
3. Your username and password are the same as your network access.

How to Login to the Anoka Tech Outlook e-mail from off campus computer:

1. Access Anoka Tech web pages at www.anokatech.edu
2. Select About Us link in the grey tool bar in the middle of the main page
3. Select ATC Employee Portal in the left menu
4. Select the Outlook Web Access box
 - If you have not accessed your Anoka Tech network access you can initialize your e-mail using your user name and the password provided by Human Resources.
 - You can change your password in the options tool.
 - Your e-mail password and computer network password will both be changed.