

August 2009

QUICK TIPS FROM TECH



WELCOME TO LADUE HORTON WATKINS

This "Tips Page" will show you, in detail, how to log into;

1



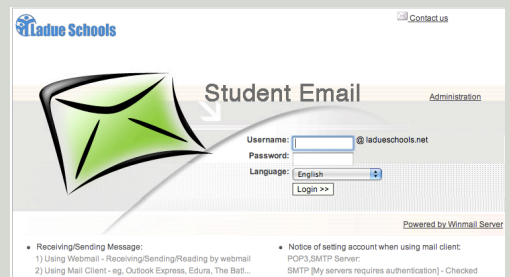
Logging into the Macs

2



Your File Server Space

3



Your Student Email

4



Your Infinite Campus Portal

LOGGING INTO THE MACS

1

- Name: first initial, last name
ex) John Smith = jsmith
- Password: (6) digit Student ID

2

After your 1st log-in, please take the time to customize your password.

NOTE:

This log-in time will take about a minute to fully boot.



1



2



CONNECTING TO YOUR SERVER:

1

•Select:

- GO
- Connect to Server

•OR

- On the Tool Bar click the “?”

2

•Select under “Server Address:”

- lhsmain

•Then Click “CONNECT”

3

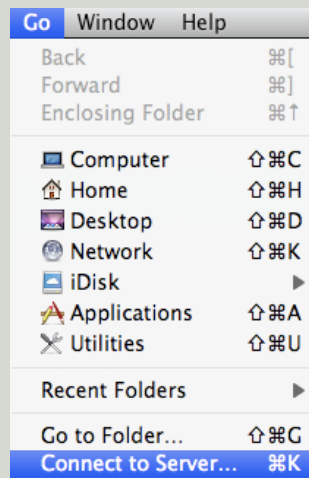
•Name: First initial, last name

•Password: (1st time) Student ID

4

Please customize your password

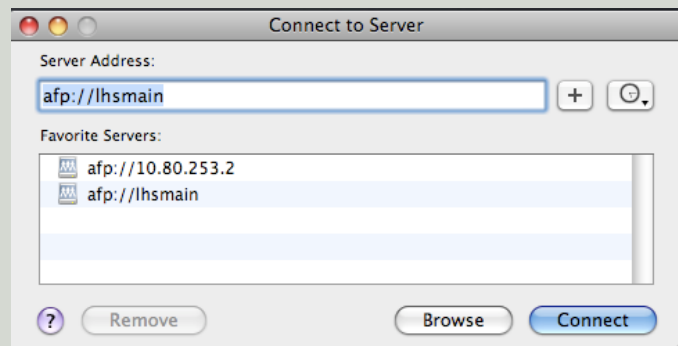
1



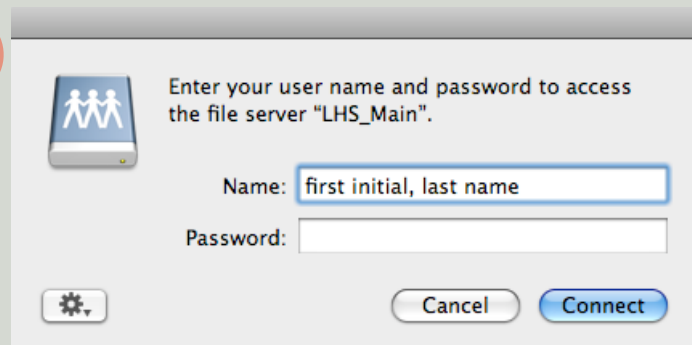
OR



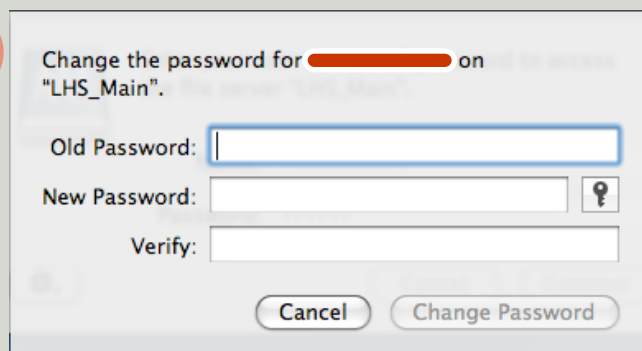
2



3



4

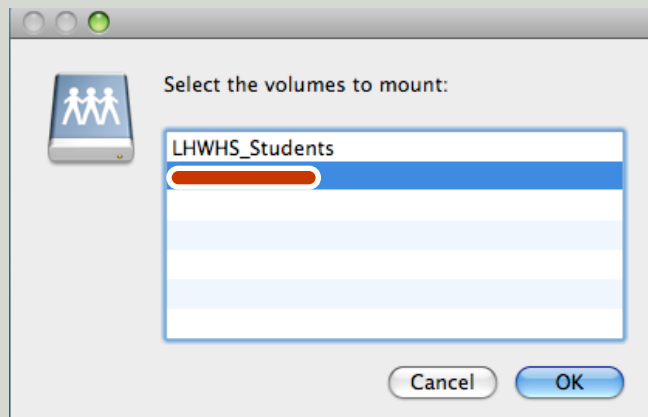


CONNECTING TO YOUR SERVER: (2)

5

•Select your name .

5



6

Your Server will mount on the desktop.

Don't forget to EJECT after use!

6

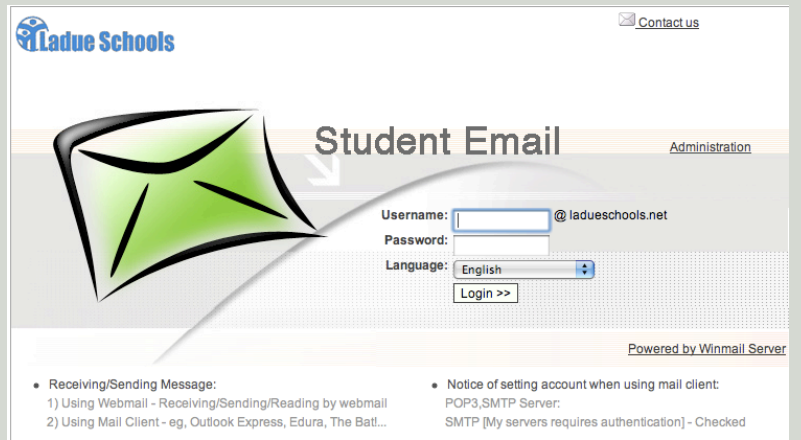


USING YOUR LADUE EMAIL

1

- Username:
First Initial, Last Name
- Password:
6 Digit STUDENT ID

1



Ladue Schools [Contact us](#)

Student Email

 Administration

Username: @ladueschools.net
Password:
Language: English

Powered by Winmail Server

- Receiving/Sending Message:
1) Using Webmail - Receiving/Sending/Reading by webmail
2) Using Mail Client - eg, Outlook Express, Edura, The Bat!...
- Notice of setting account when using mail client:
POP3,SMTP Server:
SMTP [My servers requires authentication] - Checked

INFINITE CAMPUS

1 ID: Your (6) digit student ID

2 Pass: Your (6) digit birthday
ex:) January, 1, 1993 =
010193

3 Once you have logged in you
will see your portal “sidebar.”
Here you can access your:

1. Schedule with teacher assignments
2. Attendance
3. To Do List
4. Other Printable Reports
 - a. Schedule
 - b. Missing Assignments
 - c. Transcripts

NOTE:

If you incorrectly attempt to login (3) times, you will disable your account. If this happens, please come see Mr. Stirrat. He can help you reactivate your account and provide any other help or answer any other questions.

Already have a Campus Portal account?

1 User Name

2 Password

Log In

[Problems logging in?](#)

3

The sidebar menu contains the following items:

- Family
- Calendar
- To Do List
- 11 (User profile)
- 09-10 Ladue Horton Watkins HS
 - Schedule
 - Attendance
 - To Do List
 - Reports
- View Access Log
- Change Contact Info
- Log Off
- Language options:
 - en In English
 - es En Español
 - 中 简体中文
 - 中 繁體中文