Here are some simple, but important tips for using your Lenovo ThinkPad T410 or ThinkPad Edge.

**Antivirus**


**Microsoft Office**

Information Technology recommends purchasing Microsoft Office 2010 from the W&M ID Office. Find online at www.wm.edu/msoffice. The cost is $90.00.

**Data Backup**

Information Technology recommends backing your data up to an external USB Hard Drive on a regular basis. If your computer hard drive fails or IT needs to reload your Operating System, we will not back up any of your data. You could potentially lose all your documents, pictures & music files. External USB Hard Drives can be purchased at your local electronics store or on campus at the ID Office located in the Campus Center.

**More Information**

Visit notebookhelp.wm.edu
Or contact the Technology Support Center at 221-4357
Or by email support@wm.edu

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**Connecting to a Wireless Network from Home**

1. Left-click on the wireless icon located in the system tray near the clock.
2. Choose your home wireless network and click **Connect**.
3. Select your connection type (Home, Work, or Public).

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**Connecting to the W&M Wireless Encrypted Network**

1. Left-click on the wireless icon located in the system tray near the clock.
2. Select **W-M_Wireless_Encrypted** and click **Connect**.
3. When presented with the Network Authentication screen, enter your wmuserid (txjeff) and password and select **OK**.
4. At the Windows Security Alert dialogue box, choose **Connect**.
5. Select your connection type (Home, Work, or Public). We recommend Work.