The N: drive? You’ve probably heard one of the guys from computing tell you at one time or another that you should be keeping anything of importance on the N: Drive. But do you know what it is and what makes it so special?

Let’s start by differentiating local drives from network drives. A local drive is one that physically resides on your computer. The floppy drive (A:), hard drive (C:) and cd drive (D:) are all examples of local drives. Network drives are remote disk areas on a faculty server that are “mapped” to your computer identified by another drive letter. Which letter is completely irrelevant, it’s just a label.

Think of a network drive as a little doorway to some additional hard disk space on a server. That doorway can be a private one to which only you have access, or a public one that can be accessed by a group of people. The N: Drive (the letter N was chosen to stand for network) falls into the former category. If you look in My Computer under Network Drives you will see the N: Drive, which is visually represented as a hard disk icon with a cable underneath it, and has a username like ‘ahsnap\healthy’ or ‘ahsnap\ahsmail’ (N:). It is a private and personal remote resource that is available only to you. It is safe and it is secure.

The benefits of the N: drive are many. If the hard disk on your computer dies and you’ve stored all your files on it, guess what, you’re out of luck unless you’ve backed them up on another medium such as a CD. If those files had instead been stored on the N: drive, they remain safe and intact. The servers that N: Drive is mapped to have redundancy via multiple hard drives. All of this ensures that there is minimal chance for data loss. And, because of the regular backup intervals, files that are accidentally deleted or overwritten are easily retrievable.

Files and folders on the N: Drive are accessible through your mywaterloo account. When you log in to mywaterloo and click on the myFiles (FTP) link, any files and folders that you have set up on the N: Drive are available. The space available is 2 GB for faculty and staff, and 100 MB for students.

New Phishing Scam

Phishing can be described as, is the act of tricking someone into giving them confidential information or tricking them into doing something that they normally wouldn’t do or shouldn’t do.

In a new twist on phishing fraudsters are sending out e-mails that attempt to trick people into sharing personal information over the phone. In two reported cases recently, e-mail messages warning of a problem with a bank account is sent out instructing the recipient to call a telephone number to resolve the problem. When the recipient calls, he/she is connected to a voice response system that is made to sound like the bank’s own phone system. First, it will identify itself as the financial institution and then prompt for the person’s account number and PIN. Once the fraudsters have that information, they clean out the person’s account. As a general rule, financial institutions do NOT use mass emailing to contact customers, be suspicious if you get an email from your financial institute.
Although your children may be far ahead of you technically, they still lack the judgement and critical thinking that is necessary to access information and people they encounter online. Children under the age of five should not be on the computer alone. Below you can find information on three of the most popular forms of communication found on the internet. For more detailed information and child friendly sites visit www.bewebaware.ca.

**Chat Rooms**
These are places on the net where people can sign-in and chat amongst with one another in one large window. Everything you type can be seen by everyone and vice versa. Typically, chat rooms can be a good way to meet people with similar interests; however, for young children it can be an easy way to come in contact with someone preying on young children. It is suggested that young children stay away from chat rooms completely.

**Instant Messaging (IM)**
Instant Messaging is the most widely used form of communication for the younger generation. IM is a cheap and easy way to communicate and has pretty much replaced the telephone as a way to keep in touch with friends. Instant messaging programs allow the user to build their own contact list by allowing certain people to be added via their e-mail address. Be sure to communicate to your children that if they do not recognize the e-mail address then do not add the user to their list. Most IM networks will allow the user to create a personal profile where they can divulge information about themselves like age, location, occupation, etc. which can make them susceptible to attacks on the individual. It is important to teach your children to give as little information as possible or not create a profile.

**Blogging (Blog syn: Web log)**
A blog is essentially an online journal or diary where people post their day-to-day activities or hobbies. Usually it will allow those viewing the blog to post comments or replies. People often post personal information including photos and video. It’s important to remind children that anything posted on their blog is accessible by anyone and everyone, not just their friends. It’s imperative that you advise your children not to post very personal information or anything that could be offensive or embarrassing to others. Keeping personally identifiable information off of a blog is suggested. For example, strangers should not be able to discover schools or frequently visited locations from your children’s blogs.

**Safeguarding Your Kids on the Net**

The University of Waterloo has an agreement with Dell for purchasing systems at advantageous prices. The agreement is broken down into three types of purchases: rollover, general, and personal. All information can be found at: www.ist.uwaterloo.ca/projects/desktop_rollover/ordering_process/overview.html

**Rollover Purchasing**
Only eligible for non-ancillary academic support departments whose budgets come solely from UW funds.

**General Purchasing**
This is categorized as any University of Waterloo staff or faculty member purchasing a machine for work purposes. You can start by visiting Dell’s UW site www.dell.ca/uwaterloo where you will see the systems available. You can browse the standard configurations or the entire Dell catalogue. The standard machines are specially priced for UW; however you can purchase any Dell machine from the catalogue at a discounted price. Be sure to contact your IT staff before ordering for the recommended system currently being supported. If you wish to add any peripherals to your order, this has to be done via Dell’s regular site www.dell.ca.

**Personal Purchasing**
Available for any University of Waterloo employee. The only way to order a personal machine is via the toll free number 1-866-922-4922, not from any Dell web site. You will have to specify the UW Employee Purchase Program number 2031690 during your order to receive a UW discount.

**Blogs are steadily growing in popularity. Blogger is a commonly used and free blog publishing tool. MySpace has been constantly bombarded with news coverage and scepticism because of the many incidents of pedophilia through their profile and blogging capabilities. As with most online activity, be cautious!!!**