CREST
CENTER FOR RESEARCH
IN ECONOMICS AND STATISTICS

ENSAE credentials

Login: Initial of first name + full name
ex: Jean Dupont => **jdupont**
20 lowercase letters maximum, no space no nothing

Password: Handed either by email or sealed letter

These credentials are available for everything

Never hand them to anyone
The CREST and GENES IT teams will never ask for your password

ENSAE email + pwd change

firstname.lastname@ensae.fr
ex: Jean Dupont => **jean.dupont@ensae.fr**

https://messagerie.ensae.fr/
- Log in with **ensae\login + password**

You can change your password there:
- Gear wheel at the top right-hand corner > Options > My Account > 'Modify the password' at the bottom

ENSAE email: blocked messages

If you don't receive emails try this:
- Go to https://dh604-euq1.eu.iphmx.com/login
- Username: **ENSAE login**
- Passphrase: **ENSAE password**
- Release or delete the blocked messages

Close your VPN and antivirus softwares

Also add your contacts in your mailbox and apply (or delete) filters and rules to prevent further obstructions

ENSAE email: blocked messages

If you feel like your sent messages aren't gone (gone thru your app but someone tells you he didn't receive anything):

Still on https://dh604-euq1.eu.iphmx.com/login
- Click on 'Advanced Search'
- Select a 'Date Range'
- Select 'Where / From / Contains' and type '@ensae.fr'
- Release the blocked messages

Also ask your contacts to check their spam folder

Wifi access

GENES:
- Log in with **ensae\login + password**

Eduroam:
- Download the Eduroam app at: https://cat.eduroam.org/
- Configuration procedure in the next slides
- Then log in with **login@ensae.fr + password**

Wifi access for visitors

If you invite someone:

- Cardboards with specific ENSAE credentials are available
- Ask the CREST staff for them
- These credentials give access to the GENES wifi and to the CREST workstations
- Cardboards must be returned back to the CREST staff once no more needed

Eduroam configuration

1/ Installation
- Go to https://cat.eduroam.org/
- Click on the blue button
- To the right type 'Ensae' and hit the 'Ensae' result
- Download the installer and proceed
- When asked, log in with **login@ensae.fr + password**

2/ Connection
- Click on the 'Eduroam' network
- If asked, log in with **login@ensae.fr + password**

Eduroam configuration

If it won't work:

- <u>Quit all Antivirus and VPN softwares</u>
- 'Forget the network' on your PC or Mac
- Click again on the 'Eduroam' network
- When asked, log in with **login@ensae.fr + password**
- If it still won't work, reboot the PC/Mac
- If it gets on your nerves, ask philippe.pinczondusel@ensae.fr

- M1 thru M3 MacBooks: a configuration file must be recycled, ask philippe.pinczondusel@ensae.fr

Email on mobile devices
and personal PCs

Use Exchange

Domain: ensae.fr

Server: messagerie.ensae.fr

Certificate: none

Login with **login@ensae.fr + password**

If you're struggling, ask philippe.pinczondusel@ensae.fr

You can still access your mailbox on https://messagerie.ensae.fr/

- Log in with **ensae\login + password**

IT sessions on CREST workstations

▪ Login with **login + password**

Your IT session is available on any CREST workstation

Remote softwares are available in the 'Scientific_Apps' folder, but can also be installed on the local PC

10 Gb of disk space available

MbureauCrest (Remote Desktop)

Use the 'MBUREAUCREST' rdp file
- Login with **ensae\login + password**

The Mbureau desk is the same as your CREST workstation's

Mainly used to access remote servers (HPC for instance)

Also useful at home to access your Crest PC files and remote servers

Office 365 and softwares

https://office.com/
- Log in with **login@ensae.fr + password**

You can download Office Pro to 5 different personal devices
1 Tb of disk space available on OneDrive

Stata and Matlab with ENSAE licenses can be installed on your personal PC/Mac

Printers/scanners

On any CREST workstation, Mac or laptop PC, the default printer should be 'IMPRESSION'

On any Mac or PC laptop, choose 'IMPRESSION'

If it is not available, open a Windows folder, type \\sv-papercut.ensae.fr\impression and install the printer

On a Mac, add the printer with the IP option tab and type 'sv-papercut.ensae.fr'

Printers/scanners

Alternate ways to print:

- Print from the MBureauCrest from anywhere (office or home)

- Go to https://print.ensae.fr from your office
Log in with **ensae\(login) + password**

- Send your document to print@ensae.fr from your Ensae mailbox

Note that both latter solutions have limited print options

Printers/scanners

The printers are located in the hallways on the 4th floor
Use your ENSAE id card to log in to the printer

If it's the first time you're using a printer, you'll be asked for your password

You can also scan files that will be sent to your ENSAE email address

IT Portal

https://genes.sharepoint.com/sites/GENES/
- Log in with **login@ensae.fr + password**

At the bottom of the page, you have access to various online applications and services: IT Support, Webmail, Horoquartz, Pamplemousse, the Library, OneDrive and FileSender for instance

CREST website - personal information

https://crest.science/

- Go to People > your name
- To the right in the blue block hit 'Edit Profile'
- Log in with **login + password**

You can modify your Bio and some other things

Profile pictures must be shot by the CREST staff to standardize the photos on the groups pages

CREST website - publications/media

Publications must be sent to the CREST staff either by email or from https://intra.crest.science/ with the following information: *Journal, Year, URL, Author(s), Keywords, Abstract*

Media information (interviews, videos, podcasts, newspaper articles, conferences, meetings, etc.) is to be sent while replying to Alice Didier-Champagne's weekly email on mondays at 9:00 am and called "CALL FOR CONTRIBUTIONS: NEWS AND POPULAR PRESS" (in capitals)

CREST website - seminars

You can also subscribe to the seminars mailing lists :
- Go down to the 'Seminars Registration' section
- Select (*) the seminar(s) of your choice
- At the bottom of the page, click 'Update Profile'
- You're done and you'll be registered within 24 hrs

(*) if you wish to select more than one seminar, hold down the CTRL (PC) or CMD (Mac) key and select them one by one

CREST intranet

https://intra.crest.science/

- Hit 'Login with Genes' and then either ENSAE or ENSAI
- Log in with **login + password**

You can find everything about the CREST: HR, documents and procedures, communication information and so on

You can also exchange with other members of the lab through a forum

CREST Faculty website

Permanent members only

https://faculty.crest.fr/(your_login)/wp-login.php
- Log in with **email + password**

You can edit your personal information, upload your CV and list your publications

Mac and PC health

- Shutdown your laptop whenever you're not using it, the 'sleep mode' is not a long-term option

- If an app won't work or if you're experiencing difficulties to use your device, reboot it

- Make updates as often as possible: on a PC check both the Windows and the manufacturer's updates, while on a Mac the 'Mac Update' takes care of everything. Check your app's updates too

Mac and PC health

- If you're on a Mac, while turning it on or rebooting it, hold the 'CMD', 'ALT', 'P' and 'R' keys down together for a few seconds. You should hear a loud 'dong' noise confirming that the memory has refreshed. If it doesn't or just whispers do it once again

- CREST devices have an average 5 years warranty, so if you notice anything strange on the screen, keyboard, battery, or if it's slow to commands, or has black or blue screens from time to time and so on, ask the CREST IT support if the supplier can take care of it

How to make batteries last longer

Everyday's actions, whether over laptops or cell phones:

- set the screen's brightness as low as possible
- reduce or turn off all sounds and vibrations
- use the battery-saving mode or adaptive batteries
- use the laptop battery only if you can't do otherwise
- over cellphones turn off the wifi, bluetooth, personal hotspot and location (GPS) services when not needed
- close all unused apps and restrict those with high battery use (FaceBook for instance)
- favor fetch email data over push

How to make batteries last longer

When charging:

- it's no use charging when it's between 20% and 100% full
- charge whenever it's below the 20% threshold
- don't wait until the battery's completely depleted to charge it
- once plugged in, keep on charging while it's below 80%
- you can stop charging when it's somewhere over 80%
- never charge all the way up to 100%

CREST IT Support

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