

## Welcome to the SAVI GIS & Design Certificate program

If this is your first class with us, please take the time to familiarize yourself with the contents of this packet. We highly encourage students to test their OneKey log-in information and guarantee that they can connect to the wifi before classes officially start as issues related to student accounts must be dealt with through the Pratt Card office, and instructors may be unable to assist.

### OneKey computer log-in/wifi Connection

When you registered, you should have received an email that provided your OneKey log-in information which is the web system with all info for students. If you did not receive an email, you can try this: Go here Your username will be your first initial, followed by your last name, for no more than eight characters total. Password: Your initial password will be your student ID which should be provided to you on your registration receipt. If that doesn't work, please call: (718) 636-3765 and they will give you the info. You can also email [services@pratt.edu](mailto:services@pratt.edu) but it will take longer.

You must get your OneKey log-in working before the first day of class. To test, trying logging in here:  
<https://www.pratt.edu/mypratt/>

### PrattID

You are also required to get a Pratt ID. Once you have your OneKey info, please get your Pratt ID as soon as possible. Two options:

1. Submit a photo online and simply pick up your ID

Go to <https://www.prattcard.com/>, log in with your OneKey, and click the link to submit a photo online. After you submit a photo they'll email you when your ID is ready to be picked up - a big time saver! And, you can pick up your ID after hours at the main Pratt security gate at 200 Willoughby Ave but you must request this by emailing Pratt Card.

2. Go to the Brooklyn or Manhattan ID office Mon-Fri, 10am-4pm

Brooklyn Campus

Activities & Resource Center, Lower Level - Hallway A

(718) 687-5678, [prattcard@pratt.edu](mailto:prattcard@pratt.edu)

Manhattan Campus

Service Window, 5th floor - room 502

### Logging onto the Pratt wifi

We apologize that this is more complicated than it should be and instructions can be found here:  
[http://labs.pratt.edu/resources/printing/pdf/PrattSecure\\_Instructions\\_Windows8.pdf](http://labs.pratt.edu/resources/printing/pdf/PrattSecure_Instructions_Windows8.pdf)

If your OneKey isn't working yet, you can connect by:

1. Choose the "Pratt Institute" network
2. Open a browser window and a screen should appear with connection options (if it doesn't, try another browser)
3. Choose to connect as guest and follow the instructions

# GIS & DESIGN

## CERTIFICATE PROGRAM INFORMATION PACKET

# SAVI

### SAVI Class Location

When you enter the ISC building, you'll see Stairwell A directly in front of you. Go down one level to the SAVI entrance.



### Open Lab Hours

SAVI will post open lab hours for our classrooms each semester by the front door. You can also use the labs in the Engineering building that have evening/weekend hours: ENG rooms 202, 204 and 206. These rooms are open when classes are not scheduled in them. You can check the schedule here: <http://labs.pratt.edu/resources/25live/all/>.

The Pratt Manhattan campus (144 West 14th St) also has a computer lab with ArcGIS installed in room 501 and the lab is open Mon-Fri 8 am-10 pm and weekends from 9 am-5 pm.

### Software

If you enroll in a class that uses ArcGIS, you are eligible to get copy to use at home. Fill out this form to get a license key: <https://goo.gl/forms/rWZyITTI-W0mgv6PA3>

Additionally, you can access any of the training available here: <https://www.esri.com/training/> (email [savi@pratt.edu](mailto:savi@pratt.edu) to be added to our training license).

### Course Files

Your instructor will provide course materials on Pratt's LMS, Dropbox, Google Drive, or via your computer's desktop on a network folder. You should bring a USB drive/external drive to class on the first day (at least 30 GB for ArcGIS classes, and USB 3.0 is better than USB 2.0). It's best if you work directly off of your USB/external drive (even though your computer log-in screen says otherwise). We highly recommend that you back up your course work/assignments regularly.

For more information, see the website.