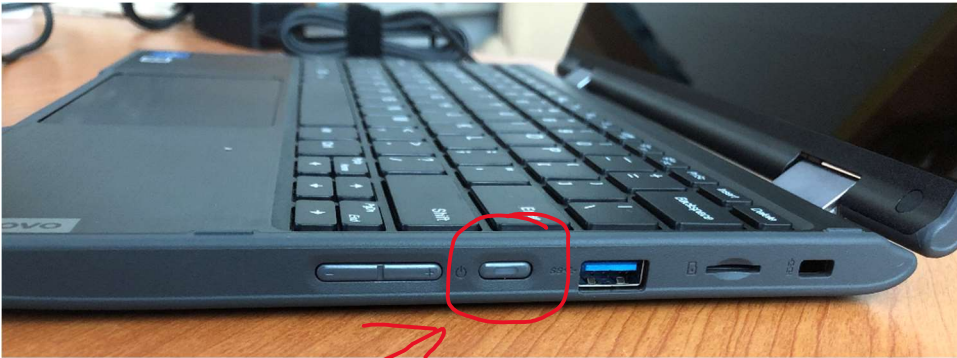


1:1 Lenovo 300e 2nd Gen Laptops

Getting Started:

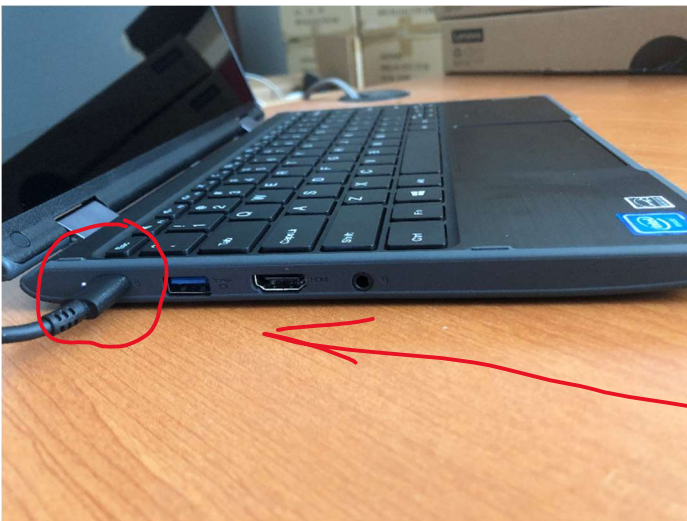


Power button

Your login is in the form of an email address, formatted as last two digits of graduation year, first initial and last name, followed by “@m-ecs.org” for example a eighth grade student (graduating in 2025) named John Doe would be 25jdoe@m-ecs.org .

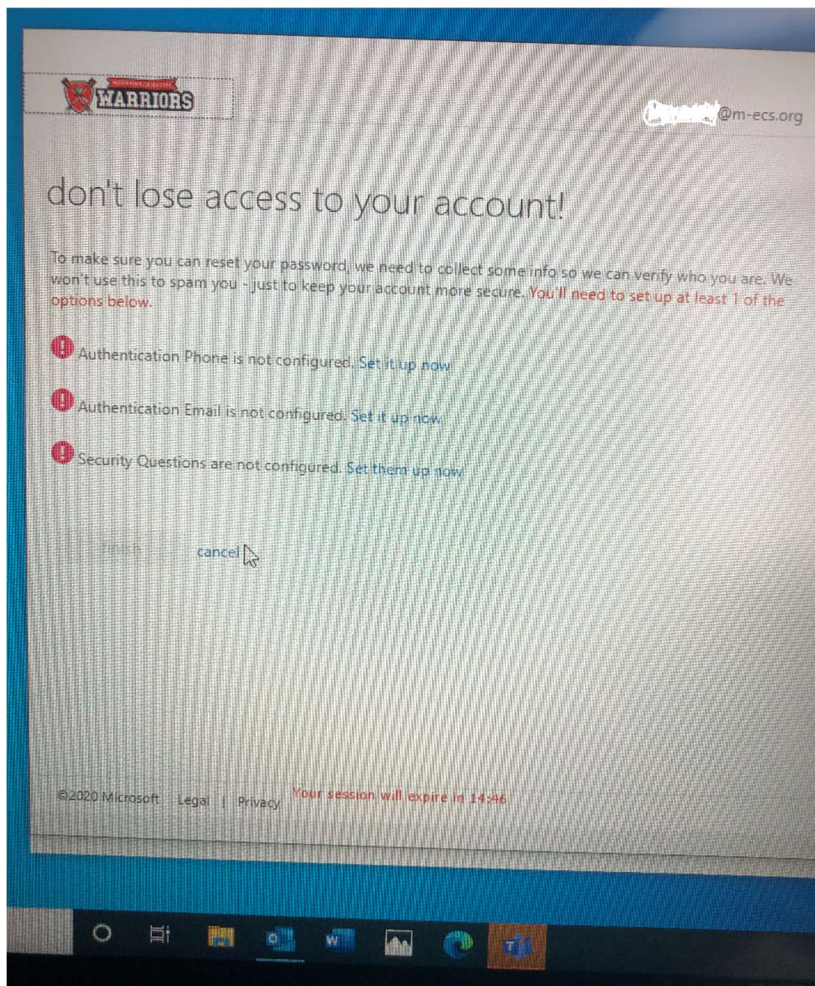
Your initial password is set to **welcome**

To set a new password press ctrl-alt-delete and choose change password.



Charging port

Initial Setup



You may be prompted to enter account recovery information as seen to the left. You will need to choose one or more of the options shown. You can choose a phone, either voice or text message, an alternative (not ending in @m-ecs.org) email address or a series of three security questions. What you enter here will allow you to reset your password yourself if you are unable to login or forget your password in the future. If for some reason you are unable to use a previously entered recovery option, contact IT and they will be able to make any changes to the options needed.

You may also be prompted to accept the M-ECS acceptable use policy during initial login and account setup.

Getting Help

M-ECS IT has implemented a ticket system to track and provide resolution to any problems you may encounter. It can be accessed at <https://tickets.m-ecs.net> you will be able to login to the ticket system with your @m-ecs.org username and password. ** note the web address for the ticket system ends in .net NOT .org**

You can also email IT using the email address itsupport@m-ecs.org