



TEAM MEMBER SPOTLIGHT



Terry Gautreau

Terry Gautreau is a 1976 graduate of East Ascension High School. He is currently a Systems Analyst for the Ascension Public Schools system, a role in which he has served for the last two years. Before that, he was a Computer Tech I for 6 years. Before bringing his talents to APSB, Terry worked at EATEL for 30 years. From analog to digital conversions to VoIP, he's always been amazed at this ever-changing and challenging industry of technology. He loves working in the classroom environment since he's a real "people person." Terry is an avid 5K runner who enjoys high school and collegiate sports and listening to music. He and his wife Kim have been married nearly 42 years, and they have 2 sons, Clint and Cade, and 4 grandsons.



As an employee of Ascension Public Schools, you have access to Google's entire suite of products, including Google Docs, Google Sheets, Google Presentations, and Google Classroom. Even if you are using a Windows-based device, we encourage you to use the Google Suite of products.



Technology Department Celebrates Thanksgiving

On November 12, the Technology Department celebrated Thanksgiving with a meal donated by ProSource, LLC. The technology department consists of 23 full time APSB employees and over 30 employees from Pro Source, LLC, an IT outsourcing company.

Results of an Ever-Changing World



Welcome and Login...

Welcome to the User Console. The "Downloads" tab contains software available for you to download and install. You can search on software by title, vendor, or label. Please only download and install software that you require.

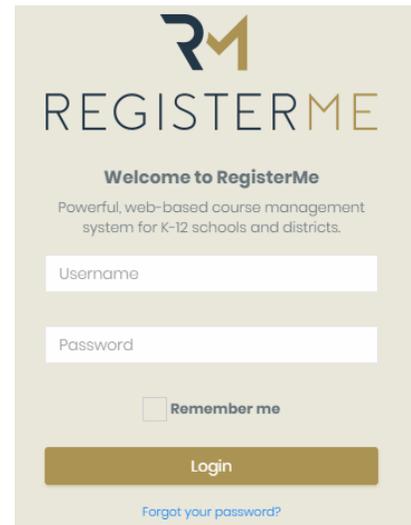
You must login to the User Console to browse software. Please enter your organization's common user name and password below to login. If you have problems logging into the site, or cannot find software that you require please contact the IT Staff.

Login (user name): Password:

(Note: Credentials will be saved on this computer between sessions unless you explicitly "Log Out")

Login

KACE (formerly KBox) is the website used to enter technology work orders. The site has been upgraded within the last few weeks. While it may look different, you will enter work orders the same way you used to. The login credentials are the same credentials you use to log into a school device.



RegisterMe is the district's site used to create, coordinate, and register for professional development and meetings across the district. The site was upgraded at the very beginning of this school year. It is a completely new website and may take some time to get used to. The login credentials are your complete email address and a password you have set. If you cannot remember your password, please click on the "Forgot your password?" link to have a reset email sent to your school email address.



Have you setup password recovery options in ClassLink yet? Reset Procedures Changing

After Christmas break, the link at <https://pwd.apsb.org> will redirect you to our NEW site, ClassLink. You will use your account in ClassLink to reset your password. In order for you to be allowed to do this in ClassLink, you MUST setup the password recovery feature in ClassLink BEFORE your password expires. We strongly encourage all employees to setup the password recovery feature in ClassLink NOW. You can begin resetting your password here immediately and do not have to wait until Christmas.

If you've never logged in to ClassLink, you can do so at <http://classlink.apsb.org>. Log in using the SAME username and password you use to log into a school device.

This procedure applies to ALL employees.

The remaining instructions can be found in the document [here](#).

Technology Department Celebrates Halloween

On October 31, the Technology Department celebrated Halloween with a pot luck gathering that included pulled pork, LOTS of desserts, and a cool costume contest. The winner of the costume contest was Kyle Babin, dressed as the lead singer of Slipknot, an American heavy metal band. He was chosen as the winner because of his originality and technology-themed costume. (Really???) Okay, he was holding a microphone, but no hard feelings here...)



Are your friends receiving "invoices" purportedly from you?

These emails are not being sent from your account. It is likely the recipients are seeing a bogus sender name...yours. It is possible the criminal sending those emails got your address from a website you trusted. More likely, though, your email name and address were taken from the address book or contact list of someone to whom you have sent emails. It is their address book or contact list that has been compromised. As an example, when Facebook was first introduced, users would allow the site access to their contact lists in order to send friend requests. This was one way those address books were compromised. (Facebook has since secured the process.)

Upon close investigation of the email, it is clear that the email did not generate from your account. It simply used your information in order to gain credibility with the recipient, hoping they will click on the "invoice", which would likely install a virus or malware on the device.

As the recipients begin marking the mail as SPAM and the criminal's IP addresses get blocked, the emails will subside, likely in a week or two.

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