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Volume 2 Number 2

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## March 2011

### dates to remember:

[Do you work with stats or analyse data?](#)

Book your seat to attend the [Statistica: Introductory Workshop](#) presented by Statsoft Southern Africa on

**23 to 25 March** (half-day sessions).

### ICTS TechFest

Due to popular demand, the ICTS Demo Day concept has been transformed into a [two-day festival of technology](#) that will be held on **24 to 25 March** from 10:00 to 15:00 at ICTS-on-Main, Main Road, Mowbray.

### Scheduled maintenance slot

The next maintenance slot is set for **27 March 2011** from 09:00 to 17:00.

### McAfee Anti-virus update

A new version of the McAfee Anti-virus software and agent will be rolled out to campus in **March**. Information about the upgrade will be sent out via email and will be published on the ICTS website.

### See what Office 2010 can do

We will be hosting a number of Office 2010 Show and Tell sessions across campus during **March and April**.

## Microsoft Office 2010 is here!



Microsoft Office 2010 is now available to campus. ICTS has tested it thoroughly and we highly recommend it – it is probably one of the most user-friendly Office versions we’ve seen in a while!

### What is so great about Office 2010?

Office 2010 is intuitive and easy to use. It focuses on providing tools to help you easily create professional-looking documents. For instance, one of the new features allows you to edit a video file within PowerPoint – without needing any video editing software. You can also take a PowerPoint presentation and save it as a video. Another nice feature is Excel’s ability to show you trends on the fly. These “sparklines” are miniature trend lines inside your worksheet – very useful for quick analysis. Our [Office 2010](#) article on the ICTS website gives you all the information you need, including detailed installation instructions.

### Does everyone have to install Office 2010?

No. At this stage, it is up to you. However, from 1 April 2011, all newly-purchased computers will come pre-installed with Office 2010 and any computers brought into the ICTS workshop will be returned with the new version. If you are still using Office 2003, you should make plans to upgrade to Office 2010 as Office 2003 has already been replaced by Office 2007 (and now by Office 2010) and is nearing its end-of-life support by Microsoft.

### Are you a MAC user?

Office 2011 for Apple Mac is available from the ICTS Front Office.

## ICTS Front Office moves back!



Come to our new, spacious ICTS Front Office in Room 2.01 of the Computer Science building

## Demystifying Cloud Computing

*Cloud computing* means that instead of all the computer hardware and software you’re using sitting on your desktop, or somewhere inside your company’s network, it’s provided for you as a service by another company and accessed over the

Projects

Service catalogue

Log a new call

Secure your machine

myUCT

Outlook Web App

Password Self Service

Downloads

NetStorage



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Keep an eye out for email announcements on the above events.

### Do you need to access your UCT network drives from off campus?

NetStorage is a free service, available to all UCT network users (staff, third party members and students). It gives you access to your F: and G: drives.

Read our [Using NetStorage](#) article.

### Need help?

Log a call via our:

- [Online call logging system](#)
- Email: [icts-helpdesk@uct.ac.za](mailto:icts-helpdesk@uct.ac.za)
- Telephone: (021) 650 4500

### Subscribe:

If you want to receive this monthly Bits & Bytes newsletter, [subscribe to our icts-newsletter-l](#) mailing list.



### Contact us

[Email us](#) your feedback, questions and comments and we'll either publish it in the next newsletter or respond to you directly.

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Internet, usually in a completely seamless way. Exactly where the hardware and software is located and how it all works doesn't matter to you, the user—it's just somewhere up in the nebulous "cloud" that the Internet represents.

*Cloud computing* is a buzzword that means different things to different people. For some, it's just another way of describing IT (information technology) "outsourcing"; others use it to mean any computing service provided over the Internet or a similar network; and some define it as any bought-in computer service you use that sits outside your firewall. However we define cloud computing, there's no doubt it makes most sense when we stop talking about abstract definitions and look at some simple, real examples—so let's do just that.

Most of us use *cloud computing* all day long without realizing it. When you sit at your PC and type a query into Google, the computer on your desk isn't playing much part in finding the answers you need: it's no more than a messenger. The words you type are swiftly shuttled over the Net to one of Google's hundreds of thousands of clustered PCs, which dig out your results and send them promptly back to you. When you do a Google search, the real work in finding your answers might be done by a computer sitting in California, Dublin, Tokyo, or Beijing; you don't know—and most likely you don't care!

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### ICTS Feedback Question & Answer

**Q:** Am I allowed to use Skype on campus?



**A:** Yes! Download the latest version from the [Skype website](#) and then [disable supemode behaviour](#) using the instructions on the ICTS website.