

# Getting a SLAC Computing Account

1. Go to the [SLAC User's Organization \(SLUO\)](#) website and fill out the [SLAC User Information Form](#).

**Note:** This form must be submitted **before** a SLAC account request can be processed. When filling out this form, be sure to list a SLAC Spokesperson/Sponsor/Supervisor.

**Tip:** Most people list Richard Dubois as their SLAC Spokesperson.

INITIAL INFORMATION (CONT)	
* Email Address	<input type="text" value="Userid@Node"/>
* SLAC Spokesperson/Sponsor/Supervisor who will confirm your information	<input type="text"/> } Must be somebody at SLAC.
* Citizenship	United States

2. **Apply for a computer account** that you'll be using as follows - note that a unix account fulfills the function of an explicit confluence account:
  - Contact [Regina Matter](#) to get the account created.

## Notes:

- If you have not had a response within one week after submitting a request, please e-mail [slac-helplist@glast2.stanford.edu](mailto:slac-helplist@glast2.stanford.edu) in order to determine the status of your application.

(When complete, applications are normally processed within twenty-four hours.)

## Once you have a SLAC account:

- Once you have a SLAC account, you must **change your password within 24 hours**. (See [Changing Your Unix Password](#).)
- Note that confluence will use your unix account/password for authentication, once you have it.

[Here](#) is a list of publicly accessible machines (interactive login and batch).

**Tip:** Passwords must be changed **every 6 months**; be sure to change them accordingly. **To get warnings that your password is about to expire**, make sure you have email forwarding enabled on your SLAC account.

- **Mandatory Training: Cyber Security Awareness.** New users have **30 days in which to complete this course**; however, it is recommended that you take it as soon as possible. (See [Cyber Security Basics — Mandatory Training](#).)