SCM Lab Quick Reference
SCM IT Support Team (SCM.IT)
Effective from Sept 2024

Computer Lab / Studio Summary

Facility	Description
Audio Recording Studios and Audio Laboratory (M6052)	Consists of Audio Recording Studio, Audio Control Studio and Audio Laboratory primarily for audio / sound classes
Animation Laboratory 1 and 2 (M7024, M7056)	Labs for 2D/3D animation and design, digital visual effects (Maya, 3ds Max, Blender, Zbrush, Cinema 4D, Houdini, ClipStudio, MotionBuilder PFTrack, DragonFrame etc) * Animation Lab 1 is equipped with high speed A3 scanners and Excalibur punchers
Animation Studio (M7026)	A lab for 2D/3D animation and design, stop motion & digital visual effects projects
Computer Laboratory 1 (M7058)	Labs for courses of web page and multimedia authoring, Internet design tools and programming, gaming, interactivity, digital imaging and digital signage.
Video Editing Laboratory (M7060)	Lab for video editing (Final Cut, Premiere Pro, After Effects, Unity Pro) teaching
Visual Effect Laboratory (M7098)	Lab for video effect and compositing (Final Cut, DaVinci Resolve, Premier Pro, After Effects, Lightroom, InDesign)
Project Room 1-5 (M6005-M6009)	Rooms for 2-3 persons working on sound recording, sound or video editing projects
I/O Desks (outside M7098)	PCs with scanning and memory card reading facility

*** Adobe CC is available in most computer labs and studios

Computer Services

- ❑ SCM computer account
  - o Username is the same as your ***Electronic ID (EID)*** offered by Computing Services Centre (CSC) e.g. ***chantm1***
  - o **Change your initial password** at the first logon in any SCMLAB computers
  - o Default initial password is in following format:
    - The *first 2 characters from your surname* with the first character as uppercase letter and the second character as lowercase letter + *last 6 digits of your Student ID* (e.g., ***Ch234567*** for student "CHAN Tai-man" with Student ID is 51234567)
  - o New password must be a strong password with at least **8 characters** (i.e., a combination of letters and alphanumerics with as least 1 uppercase letter and **does not** contain your full name or your account username)
  - o Logon domain is **SCMLAB** and it is used for user login at both PC and Mac platforms
  - o This SCM computer account password must be changed every 6 months according to the University-Wide password policy. (You can change your SCM password here: https://sprwp.scm.cityu.edu.hk/)

- ❑ Network drives
  - o **Drive U:** for permanent Home network storage (4GB)
  - o Secure remote connection: You can connect your Home network storage from your PC/Mac at home by using FTPS to connect to the SWEB server
  - o Your personal web page URL is **http://sweb.cityu.edu.hk /<account_name>/HTML_filename** by placing HTML documents under **U:\public_html**
    - e.g. *http://sweb.cityu.edu.hk/chantm1/index.html*
  - o **W:\Public** for temporary common share space (Weekly Cleanup at *every Saturdays 23:00*)

- ❑ **Adobe ID**
  - o When you are prompted to sign in when using Adobe CC apps on SCMLAB computers, you can use your CityU EID (i.e. YourEID-c@my.cityu.edu.hk) to do so via the CityU login page. You do not need to create and use your own Adobe ID
  - o Please visit our Adobe ID FAQ for details

Getting Help

- ❑ Email: *scm.it@cityu.edu.hk*
- ❑ IT Support Team office (room M7052): *9:00am-6:00pm (Mon-Fri)*
- ❑ IT Support Team web site: *http://it.scm.cityu.edu.hk*
- ❑ Additional documentation on SCM Macintosh platforms (also downloadable from SCM.IT website):
  - o *SCM Macintosh Quick Reference*
- ❑ Opening hours of SCM labs and teaching venues: *https://www.scm.cityu.edu.hk/about-scm/opening-hours*

Team Members

- ❑ Joshua PUN (IT Support Team related matters)
- ❑ Antony CHAN (SCM Computer Lab, SCM Webmaster)
- ❑ Romeo LAW (Avid, Audio/video, Mac platform)
- ❑ Simon YIP (Network Storage SCM Computer Lab)
- ❑ Patrick Cheung (Network Storage & network infrastructure)
- ❑ Alan TSE (SCM Computer Lab, Computer Accounts, SWEB system)

SCM Lab Software List

- ❑ For details, please refer to *http://it.scm.cityu.edu.hk*.