

Documenting User Names, Passwords, Network Wiring and Settings

A. Discussion Items

Why do we need user names and passwords? What privacy protection do they provide? Why document network wiring and settings?

B. Passwords

1. BIOS passwords – When booting a computer the BIOS chip imbedded software tells the computer how to boot a software system from hardware devices such as hard drives, CD/DVD drives, USB drives, or a network. The BIOS also configures hardware in a computer as specified in the BIOS settings. The BIOS is capable of initiating a request for a password at bootup time before any operating system is starting to load. If a user sets the bootup password in the BIOS, the correct password must be entered to allow the computer to boot. The BIOS also has a password entry that can be configured to require a password in order to do any configuration changes. Logically if there is a need for a BIOS bootup password, then a different password should set to allow for the BIOS to be changed.

Purpose: A BIOS bootup password provides an additional level of security for an operating system or for a dual boot operating system. It is not fool proof in that the BIOS can be reset with a physical jumper on the motherboard. A computer case can also be locked with a padlock to prevent it being opened for that purpose.

2. Logon user names and passwords – When the operating system partially loads, it can be set to prompt for a user name and password in order to continue booting. With Microsoft Windows, the user names for the system are displayed such that only a logon passwords are required for the displayed list of users. With a Linux operating system such as Mint, the system can be set to require input of a user name as well as a password or it can be set to display the user name and just require a password. With Windows or Linux, the operating system can be set to automatically logon without a password. The logon password routine provides a limited level of security for accessing a system. It is quite easy to find a routine for resetting logon passwords such that any semi-skilled user can break into a system that only depends on a logon password.

3. Other equipment logon name and password requirements - Cable, DSL and wireless modems, routers, printers, and network hard drive systems include provisions for access user names and passwords. In general, a home system user would have no need to access modem settings, so logon names and passwords for those devices are generally only for ISP use. Routers should always be set to require a user name and password to access the setting and to change them. A wireless router that is used to set wireless parameters such as the wireless system name (SSID), encryption type and encryption pass phrase is not secure unless the logon user name and password is changed from the factory default. If the factory default access user name and password is left to factory defaults, anyone can try those default values and access the router. Then the wireless parameters are exposed and the router can be used by that person. That is a convenient way for a neighbor to use your wireless Internet connection at not cost.

Network printers can be accessed with a browser to set default printing parameters and network settings. Protecting access to printer setting parameters is important in a small business system.

Network accessible storage devices (NAS) are hard drive systems used for backups and files.

Protecting those hard drives from access by specific users is of obvious importance.

C. Network equipment and wiring documentation – Documenting your system Ethernet wiring, equipment types, locations, purchase details, warranty details, model numbers and serial numbers can be very important. Small business network systems become complex enough that the details cannot be remembered when needed. A simple wiring sketch can be very helpful. Details of equipment purchased are helpful when pursuing warranty claims and to finding equipment manuals and user guides.

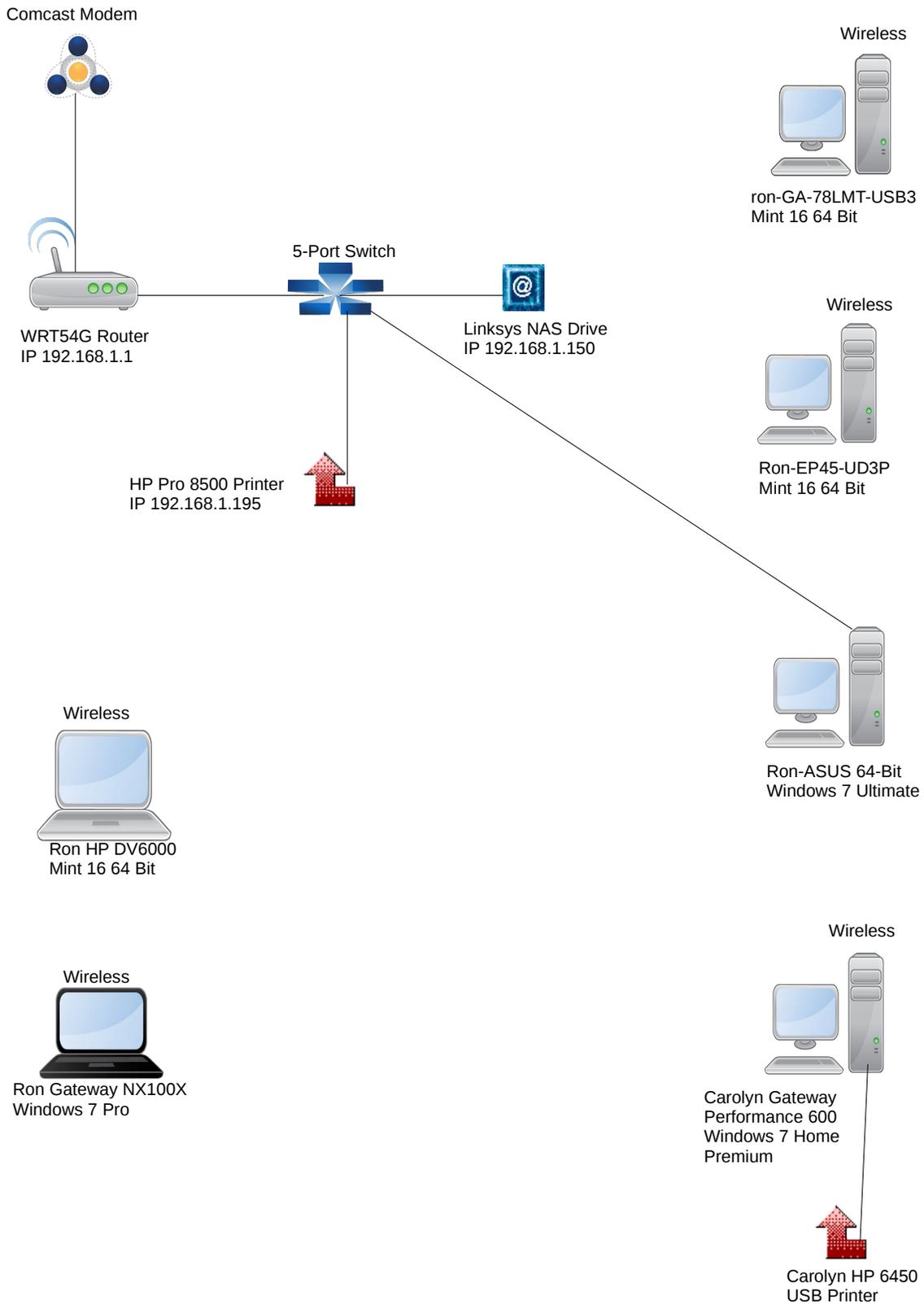
D. Software key numbers – Software key numbers are used to activate software packages such as Windows, Office, and many purchased software packages. If a hard drive fails and a user finds that Windows and other software packages have to be reinstalled, the key numbers will be required. A store bought Windows computer will generally have a Microsoft Windows key number decal tag placed on the case. Other software such as Microsoft Office, Adobe products, Word Perfect Suites all require a key number for installation. Store purchased software will include the key numbers on the packages but purchased downloaded software may only include key number information in an email. A drive failure will result in the loss of the key numbers if other secure documentation means is not used.

D. When a computer system is purchased, I suggest that as a minimum, a file folder be created for basic documentation. The purchase receipts, software receipts, invoices, basis instruction manuals and key number documents can be kept in the folder.

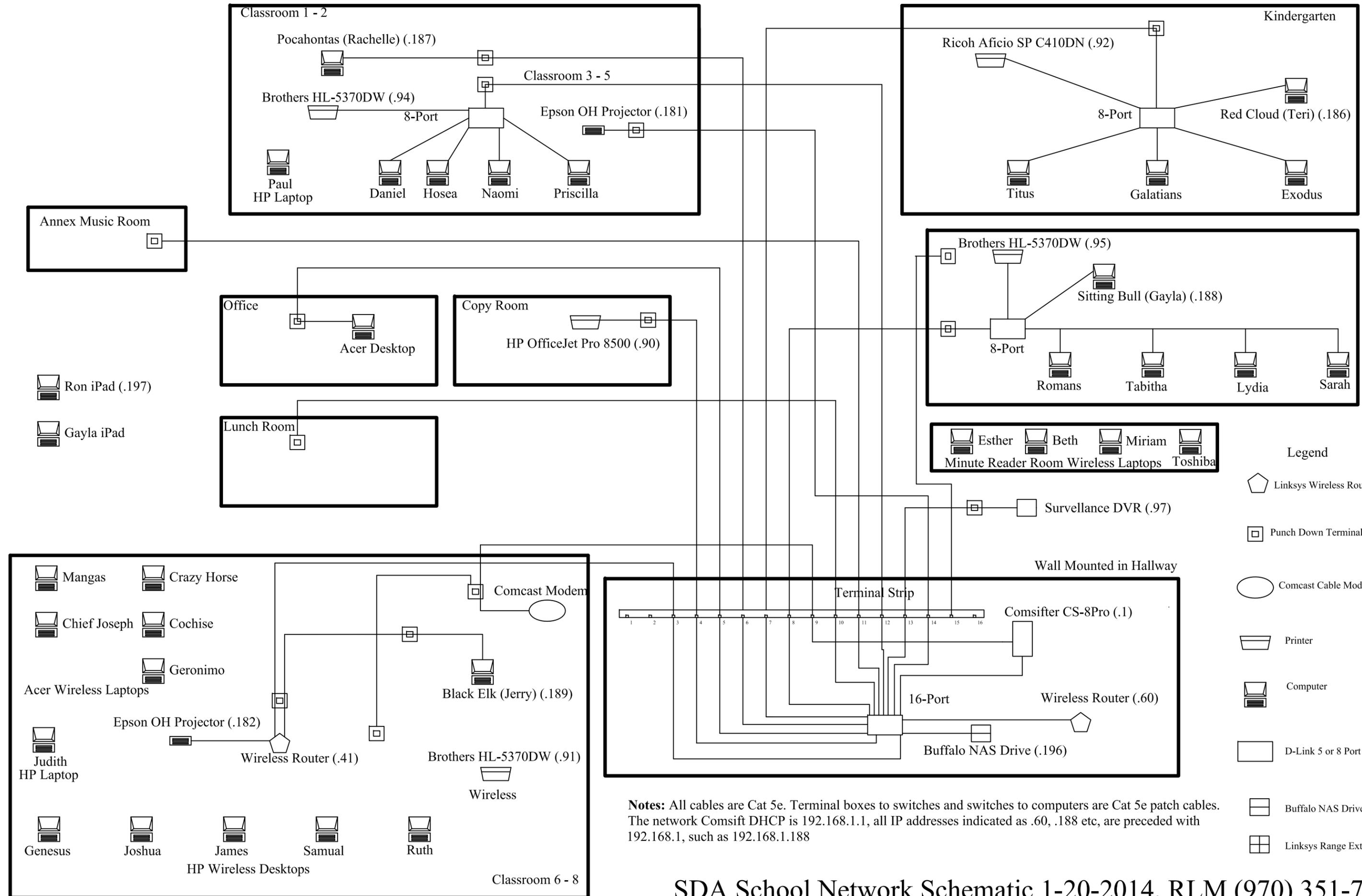
E. A suggested documentation computer file is illustrated in the following 7 pages. Any variation of the file can be used as long as the pertinent information is available. A small home network wiring diagram as well as a small school system wiring diagram us included. A page containing an equipment inventory, operating system key numbers, purchase details, model numbers, serial numbers, and equipment locations has proved to be very useful during maintenance routines. With 33 computers in the small school system, adding a label on the top of the case allows for a student or teacher to identify which computer by name requires some attention.

A page for identifying which computers are assigned to teachers and students is included. Each computer in general has two or three users that can be logged on. The passwords and user logon names are documented on that page. The next page is a simple computer and printer inventory sheet for the accountant. A page is included that summarizes the static IP addresses assigned to some computers and all network printers and the network hard drive. The general notes page includes the logon credentials, settings and miscellaneous information.

F. Securing the documentation – The below pages of documentation informations must be kept in a secure manner. I use Dropbox to store system files and related documentation. I keep my Dropbox logon credentials memorized and do not allow anyone else to have access to my Dropbox. I also keep all school documentation on a school network drive with one administrator having access to the files. I use Microsoft Sync Toy to sync my Dropbox files to the network drive.



Family Computer Network February 1, 2014



- Legend**
- Linksys Wireless Router
 - Punch Down Terminal Box
 - Comcast Cable Modem
 - Printer
 - Computer
 - D-Link 5 or 8 Port Switch
 - Buffalo NAS Drive
 - Linksys Range Extender

Notes: All cables are Cat 5e. Terminal boxes to switches and switches to computers are Cat 5e patch cables. The network Comsift DHCP is 192.168.1.1, all IP addresses indicated as .60, .188 etc, are preceded with 192.168.1, such as 192.168.1.188

Computer Assignments

November 3, 2013

Computer Name	User Logon	Full Name	Password	Computer Location	Network Administrator Logon Password	Student Logon Password
Black Elk	GroenewegJ	Jerry Groeneweg	smake\$6	6 - 8 Classroom Desktop	whatever	
Genesis	SmithT	Tristian Smith	smake\$7	6 - 8 Classroom Desktop	whatever	teach
Joshua	BrightD	Devaney Bright	smake\$8	6 - 8 Classroom Desktop	whatever	teach
James	MoranE	Ethan Moran	smake\$9	6 - 8 Classroom Desktop	whatever	teach
Samuel	YazzieA	Alyssa Yazzie	smake\$10	6 - 8 Classroom Desktop	whatever	teach
Ruth	GonzalesM	Marcus Gonzales	smake\$11	6 - 8 Classroom Desktop	whatever	teach
Judith	Student	Student	smake\$12	HP Laptop	whatever	teach
Crazy Horse	RangleA	Adrian Rangel	smake\$13	Acer Laptop	whatever	teach
Cochise	Lozanol	Isabel Lozano	smake\$14	Acer Laptop	whatever	teach
Geronimo	GonzalezK	Kayla Gonzalez	smake\$15	Acer Laptop	whatever	teach
Mangas	YazzieR	Ralando Yazzie	smake\$16	Acer Laptop	whatever	teach
Chief Joseph	OjedaML	Matty Ojeda	smake\$17	Acer Laptop	whatever	teach
			smake\$18			
Sitting Bull	GroenewegG	Gayla Groeneweg	smake\$19	3 - 5 Classroom Desktop	whatever	teach
Romans	Student	Student	smake\$20	3 - 5 Classroom Desktop	whatever	teach
Tabitha	Student	Student	smake\$21	3 - 5 Classroom Desktop	whatever	teach
Lydia	Student	Student	smake\$22	3 - 5 Classroom Desktop	whatever	teach
Sarah	Student	Student	smake\$23	3 - 5 Classroom Desktop	whatever	teach
Esther	Student	Student	smake\$24	HP Laptop	whatever	teach
Beth	Student	Student	smake\$25	HP Laptop	whatever	teach
Miriam	Student	Student	smake\$26	HP Laptop	whatever	teach
Toshiba	Student	Student	smake\$27	Toshiba Laptop	whatever	teach
			smake\$28			
Pocahontas	DiazR	Rachelle Diaz	smake\$29	1 - 2 Classroom Desktop	whatever	teach
Hosea	Student	Student	smake\$30	1 - 2 Classroom Desktop	whatever	teach
Naomi	Student	Student	smake\$31	1 - 2 Classroom Desktop	whatever	teach
Priscilla	Student	Student	smake\$32	1 - 2 Classroom Desktop	whatever	teach
Daniel	Student	Student	smake\$33	1 - 2 Classroom Desktop	whatever	teach
Paul	DiazR	Rachelle Diaz	smake\$34	HP Laptop	whatever	teach
			smake\$35			
Red Cloud	SmithT	Teri Smith	smake\$36	Kindergarten Desktop	whatever	teach
Exodus	Student	Student	smake\$37	Kindergarten Desktop	whatever	teach
Titus	Student	Student	smake\$38	Kindergarten Desktop	whatever	teach
Galatians	Student	Student	smake\$39	Kindergarten Desktop	whatever	teach

ACS Computer Inventory
June 27, 2013

HP Computer 120-1150xt April 2012	Genesis	Classroom 6 - 8
HP Computer 120-1150xt April 2012	Joshua	Classroom 6 - 8
HP Computer 120-1150xt April 2012	James	Classroom 6 - 8
HP Computer 120-1150xt April 2012	Samuel	Classroom 6 - 8
HP Computer 120-1150xt April 2012	Ruth	Classroom 6 - 8
Gigabyte Custom Build June 2011	Black Elk	Classroom 6 - 8
HP Laptop Computer	Judith	Classroom 6 - 8
HP Laptop Computer	Paul	Classroom 6 - 8
ACER Laptop	Crazy Horse	Classroom 6 - 8
ACER Laptop	Cochise	Classroom 6 - 8
ACER Laptop	Geronimo	Classroom 6 - 8
ACER Laptop	Mangas	Classroom 6 - 8
ACER Laptop	Chief Joseph	Classroom 6 - 8
Gigabyte Custom Build June 2011	Pocahontas	Classroom 1 - 2
Gigabyte Custom Build, June 2013	Hosea	Classroom 1 - 2
Gigabyte Custom Build, June 2013	Naomi	Classroom 1 - 2
Gigabyte Custom Build, June 2013	Priscilla	Classroom 1 - 2
Gigabyte Custom Build, June 2013	Daniel	Classroom 1 - 2
HP Computer 120-1150xt April 2012	Romans	Classroom 3 - 5
Gigabyte Custom Build, June 2013	Tabitha	Classroom 3 - 5
Gigabyte Custom Build, June 2013	Lydia	Classroom 3 - 5
Gigabyte Custom Build, June 2013	Sarah	Classroom 3 - 5
Gigabyte Custom Build June 2011	Sitting Bull	Classroom 3 - 5
HP Laptop Computer	Esther	Classroom 3 - 5
HP Laptop Computer	Beth	Classroom 3 - 5
Toshiba Laptop	Toshiba	Classroom 3 - 5
Gigabyte Custom Build June 2011	Red Cloud	Kindergarten Class
Gigabyte Custom Build, June 2013	Exodus	Kindergarten Class
Gigabyte Custom Build, June 2013	Titus	Kindergarten Class
Gigabyte Custom Build, June 2013	Galatians	Kindergarten Class
HP Laptop Computer	Miriam	Office
Brothers Laser monochrome printer		Classroom 3 - 5
HP OfficeJet Pro 8500		Office
Ricoh Aficio SP C410DN color laser printer		Kindergarten Class
Brothers Laser monochrome printer		Classroom 6 - 8
Brothers Laser monochrome printer		Classroom 1 - 2
Comsift CS-8Pro, Purchase 3/2/2011		Hallway

Static IP Addresses Used at ACS
February 3, 2014

Device	IP Address
Comsift CS-8Pro	192.168.1.1
Hallway WRT54G Router	192.168.1.60
Office HP Pro8500 Printer	192.168.1.90
Class 6 – 8 Brother Printer	192.168.1.91
Kindergarten Class Ricoh Printer	192.168.1.92
Class 1 – 2 Brother Printer	192.168.1.94
Class 3 – 5 Brother Printer	192.168.1.95
Hallway QT-426 DVR	192.168.1.97
Epson 915W Lunch Room Projector	192.168.1.180
Epson 475W Class 1 – 2 Projector	192.168.1.181
Epson 915W Class 6 – 8 Projector	192.168.1.182
Paul HP Laptop	192.168.1.183
Red Cloud Teri Computer	192.168.1.186
Pocahontas Rachelle Computer	192.168.1.187
Sitting Bull Gayla Computer	192.168.1.188
Black Elk Jerry Computer	192.168.1.189
Buffalo NAS Hard Drive in Hallway	192.168.1.196
Ron iPad	192.168.1.197

Note that Comsift is set to bypass filter for addresses
192.168.1.180 thru 192.168.1.199 except 192.168.1.198

General Notes 2-08-2014

Comsifter Tech Support – Ron Lambert, 866-875-1254 Ext. 703 (Ext. 702 for tech support)

Comsifter URL <http://192.168.1.1:10000>, User admin, PW filterup%@13 and User ron, PW flyer&2013

Linksys Router in hallway set to address 192.168.1.60 User admin, PW fastman#2013; SSID ggjbrlm14, WPA/PSK/TKIP passphrase 3487\$acs2022. DHCP is Off, network is Hidden.

Linksys Router in Classroom 6 - 8 set to address 192.168.1.41 User admin, PW fitness%67013, SSID rljg68cass for G, rlrpt68class for N. WPA/PSK/TKIP passphrase 23442\$acs2018. DHCP is Off, network is hidden.

Comcast account User askupsk8, PW k8schoolpass Secret Question where did you go on your honeymoon – laguna

Buffalo hard drive logon – admin, Password fixit#2013; or ronmettler Password siiupscale

Computer BIOS access password is biofilt%2010 except for the HP laptops which is biofilt

Printers use the IP address, user name admin, password fitget#2010

Kyocera Printer Accounts jerry 2345, gayla 04568, teri 0347, tristi 01234, rachelle 128tg, ron 3334, guest 68901

Ren-Web logon credentials – Gayla emailaddress1@[gmail.com](mailto:emailaddress1@gmail.com) PW bvvvg0204; Jerry bvvgyg PW ertt0245; Rachelle rachell PW bgho0136; Teri tarsasup PW dfgt0410; Carolyn emailother@[comcast.net](mailto:emailother@comcast.net) PW tyur0674; Ron abottettler PW tyup450

Computer System configurations

1. To change Registered Owner, use regedit and change the name in:

HKEY Local Machine\Software\Microsoft\WindowsNT\Current Version

2. Disable the automatic search for network printers and folders by changing folder options, in Control Panel, click Appearance and Themes, and click Folder Options, Click the View tab, in the Advanced Settings list, click to clear the Automatically Search for Network Folders and Printers check box, Click OK. Windows XP automatically searches the network for shares and printers upon connecting to the network. This is probably useful in a SOHO or home network but not the enterprise.