

Computer Name Instructions for iConnect

In order to use a computer that does not belong to Children’s of Alabama to access iConnect, you will need to supply the Information Technology department with your computer name. See the instructions below for locating and/or modifying your computer name.

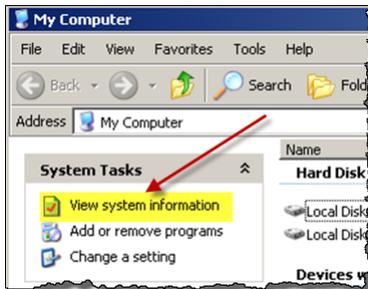
Computer names must meet the following requirements:

- Less than 15 characters
- No special characters other than a '-' (dash)

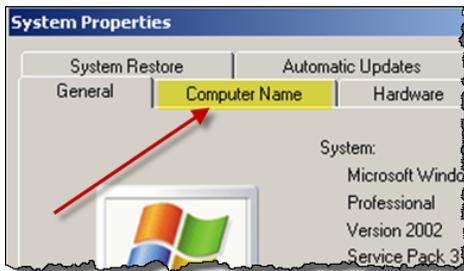
Windows PC



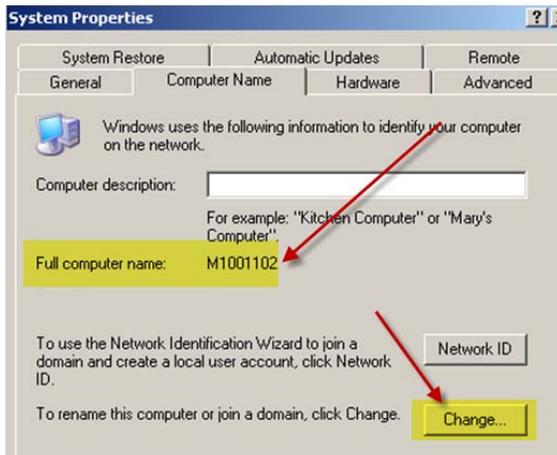
1. Click on the My Computer icon on your computer
2. Click on View system information on the left side of the screen, under System Tasks



3. In the System Properties window that appears, click on the Computer Name tab



4. Your computer name is listed next to “Full computer name:”

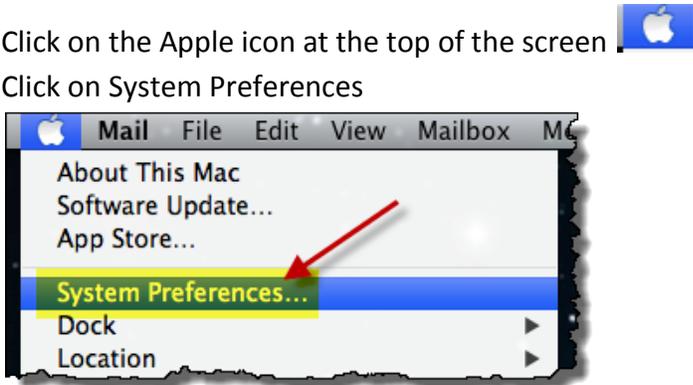


To change the name of your Windows PC computer (if it does not meet requirements):

1. Click on the Change button on the Computer Name tab of the System Properties window
2. Enter a new computer name in the space provided and click OK

MAC Computer

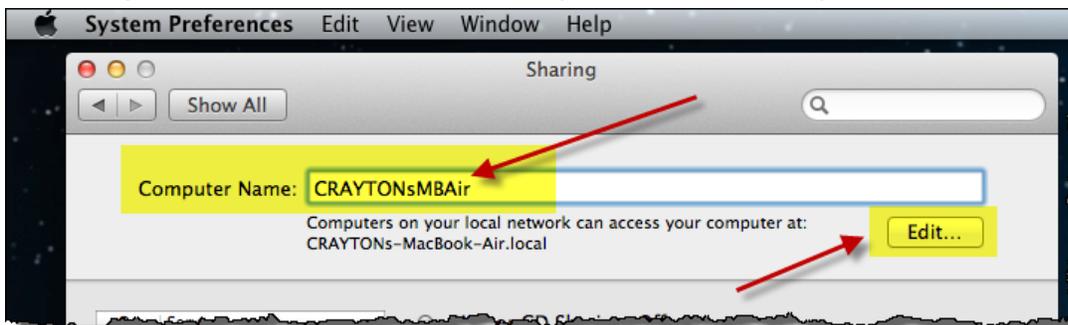
1. Click on the Apple icon at the top of the screen
2. Click on System Preferences



3. Double-click Sharing under Internet & Wireless



4. Your computer name is listed next to "Computer Name: This is your address"



To change the name of your MAC computer (*if it does not meet requirements*):

1. Click the Edit button under the Computer Name on the Sharing screen
2. Enter a new computer name in the space provided and click OK