**ACCESS**

**Designated Access**
Grant others permission to access student records, pay bills, and view tax and financial aid info.
[link]

**eID**
Used to access many IT resources, including webmail, Canvas, the wireless network, Employee Self Service, KSIS, and more. [link]

**Employee Self-Service/HRIS**
View paycheck, leave balances, personal information, life insurance options, update tax forms, enroll in training, and more. [link]

**Information Technology Policies**
Learn the IT rules and regulations at K-State. [link]

**K-State Student Information System (KSIS)**
System that governs a student's progress through K-State. [link]

**Microsoft 365**
Collaboration service includes a suite of applications such as email, calendar, Microsoft Office, Onedrive, and more. [link]

**Wireless Access**
Much of the campus has wireless access, including outdoor areas. To set up your computer or device to use the wireless network, see: [link]

**CYBERSECURITY**

**Antivirus**
K-Staters connecting their computers to the K-State network can use the approved antivirus software of their choice. [link]

**Duo**
Two-factor authentication system using two steps to identify individuals who access K-State’s systems. Required for faculty, staff, and students. [link]

**K-State Alerts**
K-State students, faculty and staff are automatically enrolled in K-State Alerts email and text messages. Visitors and others can receive emergency notifications. [link]

**Password Change**
eID passwords do not expire or do not need to be changed unless the password becomes compromised. [link]

**Phishing Scams**
Protect yourself from identity theft. Be wary of emails with urgent requests for your personal or financial information, or sign in credentials. K-State will NEVER ask for your password by email. Legitimate businesses will NEVER ask for account verification by email. [link]

**Rave Guardian**
App that directly connects to K-State police and other resources, allowing users to easily communicate their safety needs. [link]

**Virtual Private Network (VPN)**
Use the VPN to remotely access protected, sensitive data & campus resources securely. A VPN is more secure than an open internet connection. [link]

**TEACHING AND LEARNING**

**Canvas**
Learning management system designed for use as an interactive web-based classroom with audio/video streaming, online assignments, chat rooms, gradebook, message board, and calendar. [link]

**Centrally Scheduled Classrooms**
University centrally scheduled classroom options. Instructors must first be trained and can request training from [link]

**Electronic Theses, Dissertations, and Reports (ETDRs)**
Learn timesavers, formatting tips and deadlines. [link]

**Mediasite**
Media tools that enable instructors to capture, create, and manage lectures and presentations and provides a student-centered playback. [link]

**Navigate**
KSIS tools are used to make appointments with Academic Advisors and others, plan and view class schedules, manage important deadlines and to-dos, and more. [link]

**Qualtrics**
Web-based survey and reporting tool available to faculty, staff, and students for academic research; university and college business; and collecting feedback. [link]

**Read&Write**
Study tool for text-to-speech, word translation, vocabulary list builder, scan to PDF, and more. Available for home or office use at no cost. [link]

**Residence Halls**
All halls have computing labs, wireless network access & Ethernet connectivity. [link]

**Software Licenses**
Licenses are available for departmental or personal use. Some fees and restrictions may apply. [link]

**Technology Buying Recommendations**
Includes minimum requirements and college/department recommendations. [link]

**Zoom Webconferencing**
High-definition video and audio conferencing service with screen sharing. Go to [link] or [link]. click Join or Start Meeting and sign in with your eID and password.

**SERVICES**

**Computing Labs**
Computer labs and printers are available in Hale Library, Math/Physics Library, Weigel Library, and the K-State Student Union. [link]

**Limited Free Printing**
Available to students, faculty & staff in computing labs and the K-State Libraries. $10 fall/spring semesters, $5 summer. [link]

**Microsoft 365**
Microsoft 365 can be installed on up to 5 PCs or Macs, and 5 mobile devices for personal use at no cost. There is also 1TB of space available via OneDrive for Business. [link]

**Microsoft Teams**
Collaboration and communication tool for groups, units, departments, organizations, and a workspace for meetings, file sharing, and app sharing. [link]

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**FIND ANSWERS**

**IT Service Desk**
2nd floor, Hale Library
785-532-7722 or 800-865-6143

**Submit a Ticket**

**Start a Live Chat**

**Division of IT Website**
[link]

**Search the Knowledge Base**
[link]

**Contact Us**
[link]