

September 1998

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**CHECK OUT** the Student-Staff Directory 1997-98 department listings on the web at <http://www.umn.edu/urelate/pubs/deptdir> — the information will be updated when the 1998-99 listings are available.

# Information Technology Newsletter

## Good News! 50 Hours of Free Use

### ■ Modem Pool Hours Increase From 30 to 50

As of September 1, 1998, modem pool users will have 50 hours of free access every month.

The Office of Information Technology has been directed by the Executive Council to begin a limit of 50 hours of free usage per person per month; the growing requirements of the instructional and research community prompted the increase.

There will be a cost associated with usage that is beyond the 50 free hours per month. As before, there will be a charge of \$4.00 for each additional 30 hour increment. Therefore, 0-50 hours will be free, 51-80 hours will cost \$4.00, etc.

### Billing Info and Warning Notices

Once a user reaches or exceeds 40 hours of connect time, a "Warning Notice" is automatically sent to that customer indicating they are at or near the billing cut off.

At the end of the month, hours for all users are totaled and an e-mail bill is sent to each user who exceeded 50 hours for the month. Payment is due by the 25th of the following month. If payment is not received, the account is marked as *past due*; and the user will be restricted to 50 hours per month of access *until the bill is paid*.



You can determine the amount of modem use for the month, and the balance due, by looking at the NTS website for modem activity: <<http://www.nts.umn.edu/services/modemusage.html>>. To find out your connect history, total connect time for the month and estimated bill, you must type in your username and password. The information on this website is updated every night at midnight. Therefore, it will not show the current day's activity.

## How to Pay for Your Modem Charges

Payments for modem usage beyond 50 hours per month are made to Networking and Telecommunications Services (NTS). NTS does not accept prepayments. Students cannot charge the amount to their STARS account; the modem fee is just too low to charge to STARS.

### **Open Times and Due Dates**

Phone and in-person orders are accepted Monday through Friday, 8:30 am to 4:30 pm. You have a grace period to pay your bill. Payment for time used is due the 25th of the following month.

### **By Phone**

Call 612/626-8667 to use Visa or Mastercard to pay your bill.

### **By Mail**

Payment is due in the NTS offices by the 25th of the month. Make checks payable to the University of Minnesota and send payments to:

- Networking and Telecommunications Services
- University of Minnesota • Modem Access Svcs. - Suite 145 • 2221 University Avenue SE • Minneapolis, MN 55414

### **In Person**

Go to NTS Suite 145 at 2221 University Avenue S.E, located at Huron Blvd. and University Avenue, in the East Bank campus area. The NTS Modem Access Service desk accepts Visa and Mastercard, cash, checks, and the U Card.

### **On the Web**

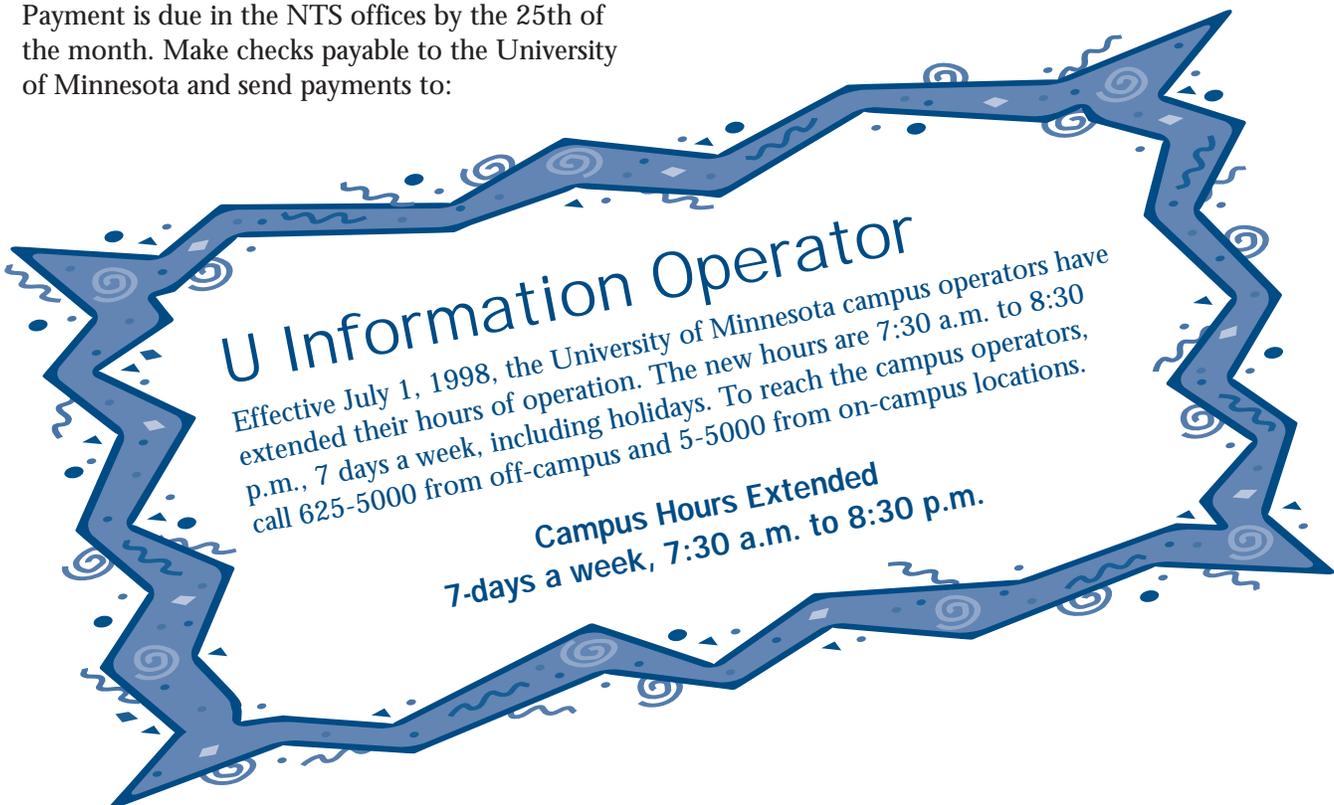
Access this website — <http://www.nts.umn.edu/modempay.html> — and enter your Visa or Mastercard information.

### **And a No Bill Option**

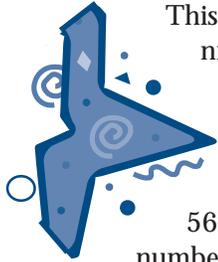
If you wish, you can set your account to “no bill.” When you do this, access to the modem pool will be denied once you reach or exceed the free limit. You select this option from the directory update page at: <<http://www.umn.edu/validate>>.

Check out the NTS web page for FAQs regarding the modem pool: <<http://www.nts.umn.edu/services/modembilling.html>>

■ Vivian Skordahl, Networking and Telecommunications Services



# Modem Pool Access Update



This summer Networking and Telecommunications Services (NTS) began testing a new telephone number, **852-5252**.

In the June newsletter we announced that this number was available to modem pool users for 56kbps, or slower, Internet access. This number was initially connected to a new vendor who is able to supply digital lines capable of supporting the higher speeds that V.90 compliant modems can achieve.

## Busy Signals

Unfortunately, these lines, which *did* successfully provide higher speeds, did not have sufficient infrastructure to support our needs. This resulted in busy signals, even when the modem pool was not busy, as well as confusing error messages.

## Temporary Change

As of Friday, August 14th, NTS rerouted 852-5252 back to the old modem pool lines provided by U S

West. Until further notice, both 852-5252 and 627-4250 will work to connect users to the same modem pool.

## Stay with 852-5252

NTS is recommending that all users move to using the new 852-5252 number. This will allow NTS to move users to the new faster service as soon as the infrastructure problems are resolved.

## NTS Repair Desk: 625-0006

We're requesting that users who encounter busy messages report this information to the NTS Repair Desk at 625-0006.

For future notices, as well as other relevant information about NTS products and services, see the NTS web page: <http://www.nts.umn.edu>

■ Vivian Skordahl, Networking and Telecommunications Services

# New UNIX Research Lab

<http://www.work.micro.umn.edu>

## Who Can Use It?

This new facility is open to faculty, students, and staff with an active x.500 userid who need UNIX development tools for their research.

## Where is It?

Coffey Hall, room 90-F, close to the St. Paul branch of the ADCS Computer HelpLine. To begin we're open Monday through Friday from 8 am to noon. We'll add more hours as resources allow.

## What's Available?

IBM workstations with high resolution monitors, running AIX 4.2. Accounts will be granted to perform

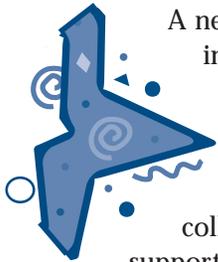
research, using the tools provided. Account holders get up to 10MB of disk space and access to JAVA, C, C++, FORTRAN and Perl. Documentation and manuals will also be available.

This facility is not intended to provide e-mail or Internet access.

Special accounts with access to SAS, Mathematica and Matlab can be requested for an additional fee

■ Bernardo Prigge, Academic and Distributed Computing Services

# What Should I Use to Create My Course Website?



A new school year is beginning, and many instructors want to create their first websites for courses they are teaching.

If you are an instructor at the University of Minnesota, you can take advantage of many central, collegiate, and departmental computer support services that can help you use a wide

array of multimedia tools. But there are so many tools available, which should you choose? And if you are a staff member of a campus computer support organization, how can you help faculty members make such choices? A recently released report may help.

## Automated Web Course Development Tools

Several organizations on campus have either developed, or purchased from outside vendors, web-based automated course-development tools. These tools are designed to help faculty members create course materials such as syllabi, supplemental texts, electronic class discussions, on-line exams, and the like “without having to worry about the technological implementation of these materials,” according to the report. But “very little in-depth information” about these tools was available on which faculty members could base a decision, so Ann Hill Duin, Vice Provost for Instructional Technology and University Partnerships, charged a consultative committee of staff from key instructional technology groups on the Twin Cities campus with the evaluating the strengths and weaknesses of the four main tools in use at the University:

- **Academos**, a wizard-based syllabus and test builder, threaded asynchronous discussion tool, and automated gradebook — developed by Academic and Distributed Computing Services for University of Minnesota faculty and instructional support staff
- **ClassWeb**, a file-transfer client and repository space; threaded discussion, course calendar, and assignment-sharing tool; and forms-based syllabus builder — developed by the College of Liberal Arts Office of Information Technology and Creative Internet Solutions that is freely available to University of Minnesota College of Liberal Arts and

College of Education and Human Development faculty

- **TopClass**, a commercial training and instructional website-development package — produced by WBT Systems that is available to University of Minnesota faculty on the Duluth and Crookston campuses and instructors developing independent and distance learning courses for University College on the Twin Cities campus
- **WebCT**, a commercial information publishing, file transfer, asynchronous discussion, and test creation tool — developed by the University of British Columbia’s Department of Computer Science that is available to University of Minnesota faculty members who contact Academic Health Centers or MetNet

## Evaluation process

The committee used each tool to publish a website for an undergraduate writing course and interviewed faculty users and support staff to compare performance in the following areas:

- information publishing
- on-line class interaction
- student assessment
- ease of use
- access to centralized learning resources, such as library research tools
- technical features, such as compatibility with other electronic data systems

The report summarizes the results and includes an executive summary, a detailed description of the need for the study and the evaluation process, excerpts from the interviews, grids comparing the strengths and weaknesses of each tool, and recommendations that will be evaluated by the committee in the coming months.

## Report Available On-line

Committee member Linda Jorn, Acting Director of the Digital Media Center, expects that the report will



be extremely useful to instructional multimedia designers, technology enhanced learning support personnel, and faculty at the University and other institutions of higher education. PDF and HTML versions are available on the Digital Media Center's website at:

<http://www.umn.edu/dmc/portfolio/comparison/comparison.shtml>

More information about the committee and other technology enhanced learning initiatives on campus is available on the Office of the Vice Provost for Instructional Technology and University Partnerships' Technology Enhanced Learning website at: <http://www3.extension.umn.edu/tel>

■ Christina L. Goodland, Digital Media Center



## Business Form Update: Access Request Form AR001

### What's New?

The Access Request Form AR001 offers one modular form with many data and system access choices! The new access form offers a streamlined way to request security access to a variety of centrally supported systems. The AR001 form integrates previously separate forms and compliance statements into one form; for example, the AR001 form can be used to request access to the CCO mainframe, IDEA, PeopleSoft®, Payroll Monitoring, CUFS and/or CUFSRDB.

Authorized users will be issued SecurID® Tokens, PINS, user IDs and passwords in the same manner as before.

Remember: separate access forms for many of the systems and data will *no longer be needed*. Check below for the official list of obsolete forms and materials.

### Form Name and Purpose of the Form

The following access forms for CCO, Payroll and FSS will become **obsolete** as of August 31, 1998 and will no longer be accepted for processing.

- ▼ Mainframe Access Request Form DS001, B/DS001, B/DS001-A, etc. and Combined AIS Request /Requisition Type 06
  - Request access to the CCO Mainframe
- ▼ Dataset Profile/RACF Group Request Form DS004 *paper format*
  - Request access to TSO Datasets or RACF Groups
- ▼ IDEA Reporting Database Access Request Form DS002
  - Request access to IDEA reporting databases, except CUFSRDB and Financial Reports
- ▼ U of M Payroll Access Agreement
  - Request access to Payroll Monitoring
- ▼ CUFS Access Contract
  - Request access to the CUFS General Ledger system
- ▼ Access Contract: CUFSRDB Form #U-FSS003
  - Request access to CUFSRDB in IDEA.
- ▼ Access Contract: Financial Reports Form #U-FSS002
  - Request access to Financial Reports on the Web
- ▼ Financial Reports and CUFSRDB Access Packet **and** Access Materials to Financial Data and Systems Packet
  - FSS Security Office packets that included access materials for CCO Mainframe, CUFS, CUFSRDB and Financial Reports

### What Do You Need To Do?

1. **Immediately** recycle old forms and materials.
2. Obtain copies of the Access Request Form AR001 for future use.
3. Read and use the AR001 form packet to add access for new employees and change access for existing users. Use the AR002 form to delete access and report non-working Leave of Absences.

### How Do You Obtain Copies of the Form?

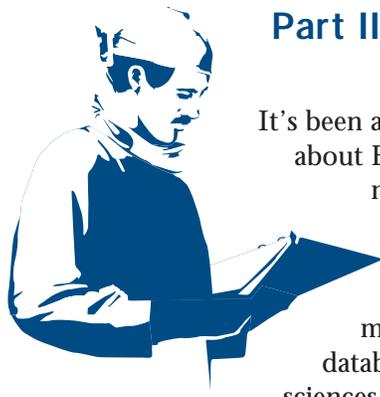
To Obtain copies of the AR001 Access Request Form:

- Contact the CCO Customer Assistance Center at (612) **624-0555** or send them e-mail at: [x-help@cafe.tc.umn.edu](mailto:x-help@cafe.tc.umn.edu)
- Contact the FSS Helpline at (612) **624-1617** or send them e-mail at: [fsshelp@tc.umn.edu](mailto:fsshelp@tc.umn.edu)
- You can download a copy from the CCO website at: <http://www.umn.edu/cco/security/security.html>

■ Darlene Anton, Financial Systems Support (FSS), on the web at <http://www.fss.umn.edu>

# BioMedSearch: A Year in Review

## Part II ● The Present and the Future



It's been a year since you read about BioMedSearch in this newsletter. Since that time you may have noticed that BioMedSearch, the most comprehensive database of the health sciences containing

MEDLINE, CINAHL, HealthStar, Current Contents, etc., has undergone several changes in the past year.

We have incorporated a new web interface that extends the reach of BioMedSearch beyond the textual driven telnet version. There have also been several changes in the database, along with an equal number of proposals for its future. Full text documents are now available through MEDLINE and CINAHL. These publications serve to enhance their respective databases, enabling students, faculty, and staff in their endeavors to find current information on a myriad of topics.

Due to the increased use of the BioMedSearch databases, new and innovative approaches to access and services are of the utmost importance. Full text, additional subject databases, and innovative services allow BioMedSearch to continue to meet the needs of students, faculty, and staff in a timely and proactive manner. Let's explore further.

### BioMedsearch: The Basics

As discussed in Part 1 (September 1997), the BioMedSearch databases enable you to search a diversity of subjects by providing excellent and timely citations. Comprehensive health science related information is produced in a variety of databases. New enhancements allow users of all levels to retrieve information and full text with very little effort. With the addition of the web interface you may modify and refine your search with the simple click of the mouse (see Figure 2). Read on!

### Moving Toward the Web

The most exciting change to take place with BioMedSearch is the shift toward the web interface.

Heavily in the works for the past two years, the move to the web for BioMedSearch allows for more flexibility and fewer problems with computer configuration than has been experienced with telnet access.

The Bio-Medical Library has worked closely with Ovid Technologies in customizing and working out the kinks of this interface. By simply typing in your search and then using point and click features, searches are quicker and produce better printing results. Although the web interface is still being fine tuned, there is no doubt that all of the BioMedSearch databases are now more accessible and easier to use.

### Refining the Databases

In the past year there have been some changes to the databases contained in BioMedSearch. Compendex, which primarily indexes engineering, has moved to the University Libraries Indexes (it can now be accessed at: <http://ovid.lib.umn.edu/ovidweb/ovidweb.cgi>). Several new databases have been added. Each contains pertinent health sciences related materials, bringing new depth and dimension to the BioMedSearch databases. They are as follows:

- **BIOSIS Previews** (1996 to current): a comprehensive database of the life sciences. It includes original research reports and reviews in fields of biology and biomedicine. In addition, this database indexes journals, meetings, books, letters, software, bibliographies, taxonomic keys and contains BioResearch Index, which covers the years of 1969 to 1979.
- **Biological Abstracts** (1980 through 1995): Biological Abstracts provides one of the foremost bibliographic resource databases in the life sciences. It contains journal literature only.
- **HAPI** (Health and Psychosocial Instruments – 1983 to current): provides access to information and measurement instruments, including questionnaires, interviews, check lists, coding schemes, manuals, and projective techniques in the health fields, psychosocial sciences, etc.



The addition of these databases brings together the primary indexes used in the field of medicine, nursing, dentistry, and other areas of the health sciences. By accessing these indexes through a common interface, you should no longer find yourself confused and frustrated by the need to enter, search, and exit multiple databases. Very often searches can be applied from one database to another without losing the overall integrity of terminology and subject headings. This is done by simply prompting the change of the database and then confirming that you would like to rerun the search. It should be noted that this function is available in both the telnet and web versions available within the library or from your office or home.

Below are examples of the interface.

- Figure 1) Listing of the databases available through BioMedsearch.
- Figure 2) Initial search screen.

## Full Text: MEDLINE /The Core Biomedical Collection

Although BioMedSearch contains several databases, it is most well known for those which access articles related to the health sciences. MEDLINE serves as the quintessential database in this subject area. With the addition of selected full text on-line journals (referred to as the Core Biomedical Collection), BioMedSearch is able to use links to access full text articles, thus providing immediate viewing capabilities to meet the information needs demonstrated in your searches. Links to

Figure 1: Listing of Databases Available through BioMedsearch

Figure 2: Copy of Initial Search Page

#	Search History	Results
-	-	-

Figure 3: A Limited Search with Citation Indicating Full Text

Results of your search: **limit 1 to full text available**

Citations available: **11**

Citations displayed: **1-10**



Citations in "Titles Display" format

Go to ... [Help](#) | [Logoff](#)

1. Paavilainen R. Astedt-Kurki P. Self-reported family **health** and well-being after early discharge from maternity hospital: a phenomenological study. *Journal of Advanced Nursing*. 26(2):266-72, 1997 Aug. (23 ref) [Abstract](#) | [Complete Record](#) (without Full Text) | [Full Text](#)

2. Coe L. Midwives at the centre of care... the Wessex Maternity Centre in Southampton. *Nursing Standard*. 11(32):26-7, 1997 Apr 30. [Abstract](#) | [Complete Record](#) (without Full Text) | [Full Text](#)

3. Twinn S. Methodological issues in the evaluation of the quality of public **health** nursing: a case study of the **maternal** and child **health** centres in Hong Kong. *Journal of Advanced Nursing*. 25(4):753-9, 1997 Apr. (25 ref) [Abstract](#) | [Complete Record](#) (without Full Text) | [Full Text](#)

the Core Biomedical Collection contain fifteen medical and scientific journals considered to be the most important literature of the medical profession. The journals contained in the database include:

*American Journal of Medicine* • *American Journal of Obstetrics and Gynecology*  
*American Journal of Surgery* • *Annals of Internal Medicine* • *Archives of General Psychiatry* • *British Medical Journal* • *Canadian Medical Association Journal* • *Circulation* • *Jama* • *Journal of Clinical Investigation* • *Journal of Bone and Joint Surgery* • *The Lancet* • *New England Journal of Medicine* • *Pediatrics* • *Science*

### Full Text: CINAHL (Cumulative Index to Nursing and Allied Health) /Nursing Collection

Like the Core Biomedical Collection, full text journals have been added to CINAHL. The database (titled the Nursing Collection) contains the following titles:

*Advances in Nursing Science* • *American Journal of Infection Control* • *AORN Journal* • *Dermatology Nursing* • *Heart and Lung* • *Image: Journal of Nursing Scholarship* • *Journal of Advanced Nursing* • *Journal of Clinical Nursing* • *Journal of Emergency Nursing* • *Nurse Researcher* • *Nursing and Health Care* • *Nursing Management (RCN Publishing)* • *Nursing Standard* • *RN*

The addition of the nursing journal collection gives you full text access to complete articles in the same fashion as the Core Biomedical Collection. An added plus is the recent addition of a variety of selected full-text materials such as: research instruments, government publications (articles/pamphlets), nurse practice acts, standards of practice accreditation records, clinical innovations, and legal cases. The Bio-Medical Library reference desk keeps a complete listing of which documents are available full text, and assistance on how to find them in the database.

With the ability to search specifically for or limit to full text articles, you are able to access information in a speedier and self-sufficient manner. To easily find the full text documents you need only to search for your subject and limit to full text (see Figure 3).

The most important aspect of full text is, that like the Core Biomedical Collection, it is free to students, faculty, and staff of the University of Minnesota (printing fees in the libraries not included). It may be accessed in the library, from your office, or at your home desktop (check with the reference desk for further information). Hence, you have the advantage of accessing the actual text of selected journals without the need to be present in the library itself.

### Moving On: Some Usage Statistics

With the advent of new technologies, materials, and the ability to include full text, BioMedsearch is able to



Table 1: Overall Usage Statistics

▼ **Database Sessions: Fiscal Year 1997** (A total of 246,011 sessions were logged for the year.)

Bioethics	Cancerlit	CINAHL	CoreBC	Current Contents	Health Star	MEDLINE
1,705	1,924	9,609	404	37,365	6,342	169,425

▼ **Citation Usage: All Databases**

Viewed	Printed	Saved
10,378,753	749,249	1,253,312

provide improved access and information to its collective user base. As we move into the future, studies and surveys will aid in the discovery of new services to challenge us to meet the overall needs of you, our users. In turn we will continually make improvements to BioMedSearch. As indicated in Table 1, statistics give a clear indication of the most heavily used databases of BioMedsearch.

As shown in Table 1, clearly MEDLINE has the most hits, with Current Contents coming in second. What these figures indicate are the depth to which a database can serve its constituency. With massive quantities of information at your fingertips, improvements and better accessibility will only increase use of the database and prove to be a mainstay for a broad array of searches. Already for the year of 1997-98, 24,971 full text hits have been registered.

## What's on the Horizon?

So what is next! New innovations will be coming soon. Early this fall we will see the addition of **AutoSDI**, a service that will allow personalized searches to be run weekly, then emailed directly to your desktop, informing you about new articles in your area of interest or study.

In addition the **AskALibrarian** feature will become active, enabling you to communicate directly with librarians through email, giving you the ability to ask questions and make inquiries about searches that you're attempting or have already performed.

In the works is the addition of other databases to further complete the BioMedSearch package. One of these, the **Cochrane Database of Systematic Reviews**, will be added in the fall. Cochrane provides clinical systematic reviews that are highly useful in the area of Evidence Based Medicine. Already available through the web, its addition to BioMedSearch, and the OVID interface would allow for more complete searching and use by you, the user.

Additional full text journals added to the Core BioMedical Collection, will bring the total up to 49. The improvements of BioMedSearch and the accessibility to its databases has greatly enhanced the searching capabilities for all University of Minnesota students, faculty and staff.

In actuality we are creating links to the world that just a few years ago might have seemed insurmountable. The Internet and, indeed, the web have changed the face of how we deliver and search our databases. We may not know everything that the future will bring, but we will be ready and willing to meet the challenges of offering the best information available in the most appropriate format of the moment.

Please feel free to contact me with any questions.  
Cindy Gruwell, Bio-Medical Library, University of Minnesota Libraries, 303 Diehl Hall, 6-3936,  
henri013@umn.edu

■ Cindy Gruwell, Assistant Librarian/Coordinator of Outreach, Bio-Medical Library



LUMINA is the on-line computer system of the University of Minnesota Libraries--Twin Cities, and includes MNCAT, the catalog of most of the books and periodicals in the Libraries' collections. Access to MNCAT is available free of charge with no password. Due to contracts with commercial vendors, many of the other databases available through LUMINA may be accessed only by University of Minnesota faculty, staff, and students; this restricted access also requires a campus e-mail username (ID) and password.

# Data Warehouse Updates



*Note: members of IDEA-L have already received this information. Subscribing to that mailing list is a great way to keep up-to-date.*

## New Admissions Database Available

A new database containing admissions data for Fall 1999 from the new PeopleSoft Student Administration system will be available soon in the Data Warehouse.

The old Data Warehouse admissions databases (MARDB/AARDB) will not be refreshed with Fall 1999 data. MARDB/AARDB resides on DB2 and Sybase. The new database will be available on *Oracle only* and refreshed weekly. A data dictionary, describing the database, will be available on the IDEA website: <http://notes.ais.umn.edu>

## Existing MARDB/AARDB Users

Current users of MARDB/AARDB will be grandfathered to the new Oracle admissions Data Warehouse. As with the current system, access to table records will be restricted by Institution (campus) where applicable. For example, persons on the Twin Cities campus will have access to records in the Prospects Career Table where Institution = UMNTC. For tables that do not use Institution (e.g., Prospects Demographic/Address Table), all users will have unrestricted access.

## Table Rollout

The new admissions related tables for prospective students will be made available in three phases of six tables each.

- The first six tables will be available in early September.
- The next set should be available the next week, and so on.
- Admission tables related to applicants will be available following the eighteen prospective student tables.

## Overview Sessions

There will be overview sessions scheduled to cover the new admissions database. Topics to be covered will include the new data elements, converting from old to new, how to create labels, and sample queries using the web front-end.

## Access to the Oracle Data Warehouse

Users will be able to access the new admissions tables through one or more of the following methods:

- Web front-end similar to the current Data Warehouse Sybase connection
- PeopleSoft access 2-tier/3-tier connection for users with PeopleSoft application access authorized to the DWPROD environment (DWPROD is the Data Warehouse instance name)
- Direct Oracle connection using third party reporting tools such as SQL Worksheet

## HRMS Database (DWPROD)

Data about current appointments, extracted from PeopleSoft HRMS, is available in the Data Warehouse. It replaces the APSO and Staff Demo data previously available. A project team is working on establishing Summary and Historical data to the Warehouse. More about this later.

## Keep Informed. Join IDEA-L.

We will communicate about the new database and other Data Warehouse changes via our IDEA listserv. To become a member of this IDEA mailing list:

- send e-mail to [LISTSERV@tc.umn.edu](mailto:LISTSERV@tc.umn.edu)
- leave the subject line blank
- place the following text on the first line:  
SUBSCRIBE IDEA-L your full name  
*for example:* SUBSCRIBE IDEA-L John Doe
- Once you are a member, you may send mail to the listserv using this address  
[IDEA-L@tc.umn.edu](mailto:IDEA-L@tc.umn.edu)

If you have questions or comments, please send e-mail to: [l-lorenz@cafe.tc.umn.edu](mailto:l-lorenz@cafe.tc.umn.edu)

■ Linda Lorenz, Information Management Systems (IMS), Data Warehouse, <http://notes.ais.umn.edu>



# Revised Financial Data and Systems Security Policy



The revised policy is now available on the web in the University of Minnesota Policy Library. You can "click" your way into the heart of our policy.

## "Click" to Learn From Me.

I will provide you with:

1. Updated roles and responsibilities for authorized users, data and system owners, supervisors and department heads.
2. Updated access procedures and standards.
3. Expanded language on secondary release of information, data privacy and confidentiality.

## "Click" to Visit Me.

I can be found at:

[http://www.fpd.finop.umn.edu/groups/ppd/documents/policy/CUFS\\_Security.cfm](http://www.fpd.finop.umn.edu/groups/ppd/documents/policy/CUFS_Security.cfm)

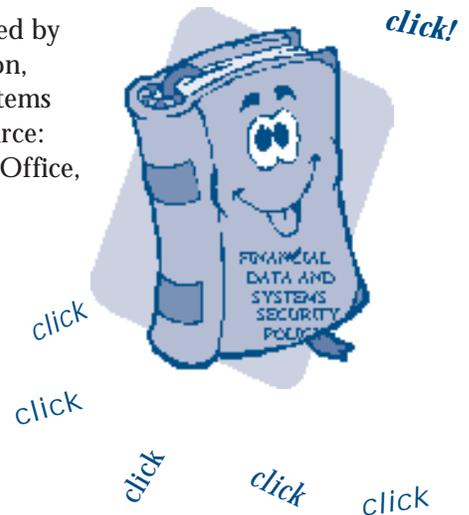
## "Click" to Link to Me.

I have buttons that will link you to related information and contacts.

## "Click" to Write to Me.

I have an address at: [cufs-sec@tc.umn.edu](mailto:cufs-sec@tc.umn.edu)

Submitted by Darlene Anton, Financial Systems Support. Source: FSS Security Office, 07/28/98



### Information Technology Newsletter

*Hardcopy Add/Change Subscription Request*

Add

Change  (include mailing label if possible)

Name \_\_\_\_\_

#### If University of Minnesota Twin Cities Campus Mail:

- Use your departmental mailing address. *Do not use your personal office address.*
- Mail processed through the Hospital mailroom must be addressed to a UMHC Box number.
- *Optional:* Include Campus Mail Code

Department \_\_\_\_\_

Department Mailing Address \_\_\_\_\_

#### If U. S. Postal Service:

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

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• call-in: 8 am–11 pm ← Monday–Thursday
• call-in: 8 am–5 pm ← Friday
• call-in: noon–5 pm ← Saturday ← new
• call-in: 5–11 pm ← Sunday ← new
• walk-in 152 Shepherd Labs: 8 am–5 pm, M–F
• walk-in 50 Coffey Hall, St. Paul: 8 am–5 pm, M–F
• walk-in 50 HHH, West Bank: 1-5 pm, M-F
• web: http://www.umn.edu/adcs/
• by e-mail for U of M: help@tc.umn.edu

Password: Forgot it?
• Call the ADCS helpline ..... 626-4276
• Students go, in person, to any Microcomputer helpline.
NTS: 24-hour Repair Desk ..... 625-0006
• web: http://www.nts.umn.edu

▼ Dial-in Computer Access

Internet/SLIP: up to 56,000 bps at v.90 ..... 612 852-5252
Internet/SLIP: up to 28,800 bps (v.34) ..... 7-4250
Internet/SLIP: ADI and ITE (with MKO) ..... 3-0291
SecurID Access High Speed (V.32) 19200-N81 ..... 6-1061
2400-N81 (no parity/8 data bits/1 stop bit) ..... 6-7770

▼ Web and Internet Addresses ..... Quick Guide

- Modem Usage (current activity on your account)
http://www.nts.umn.edu/services/modemusage.html
• Internet/E-mail account management/validation
http://www.umn.edu/validate
• Information Technology Newsletter
http://www.umn.edu/oit/newsletter
• LUMINA (Library) – http://www.lib.umn.edu
via Telnet/TN3270: admin.ais.umn.edu
• OIT – http://www.umn.edu/oit
• Students (manage your academic program)
http://www.umn.edu/tc/students/academic.html
• UM Bookstores – http://www.bookstore.umn.edu
• UM News Server: news.tc.umn.edu
• UM Twin Cities – http://www.umn.edu/tc

▼ General

Phone

ADCS Hands-on Training and Seminars ..... 625-1300
• self-paced training and customized training
• web: http://www.umn.edu/adcs/info/training.html
Computer Accommodation Program | voice/tty ... 626-0365
Computer Repair Services/Engineering Services ..... 7-4525
Computer Store, Williamson Hall ..... 5-3854
Digital Media Center ..... 5-5055
NTS (Networking & Telecom Services) Helpline ..... 6-7800
Statistical Software Support:
including SAS and SPSS ..... 4-3330

Interim Associate Vice President and Chief Information Officer, Steve Cawley ..... 625-8855

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