



ITS Update: Winter/Spring 2023

Welcome to Spring Semester 2023!

The UMSL ITS department wishes you a safe and successful semester! We are here for you and your technology needs!

For support, lab hours and more information visit the [ITS Homepage](#).

Authentication Application Changes

If you have the Microsoft Authenticator app on your mobile device, this security update will change the prompts you receive in the app to verify you are attempting to sign into your account.

Number matching

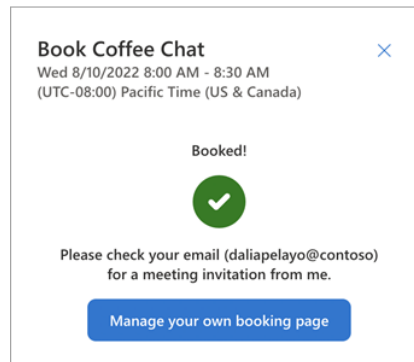
Currently the app requires you to click accept or deny on the prompt. This change ensures the user who accepts the prompt is the one who is authenticating to the application.

Multifactor authentication additional context

When you receive the prompt in the Authenticator App, you will also see additional context on where that authentication request came from. This will include the application you are signing into and the location where the sign in originated from.

We highly encourage all users to download the [Microsoft Authenticator app](#) instead of using text or voice calls as your second verification method. To review frequently asked questions related to security and usability features, visit [UM System MFA Application Updates](#).

Newly Available: Organize your schedule with Bookings with Me Today!



Bookings with Me is now available for students, faculty, and staff! Bookings with me is a web-based personal scheduling page in Outlook that integrates with the free/busy information from your M365 Outlook calendar that allows you to manage your personal schedule as well as create custom meeting types based on your availability.

Once scheduled, all attendees will receive an email confirmation and can update or cancel scheduled meetings with you from your Bookings with me page.

There is no cost to use this product and all active faculty and staff have full access to Bookings with me. Faculty, staff, students and external users can create appointments through the [Bookings with me portal](#).

For more information, visit <https://www.umssystem.edu/ums/is/bookings-me>.

Additional Resources:

[Bookings with me: setup and sharing - Microsoft Support](#)

[Select a meeting time in Bookings with me - Microsoft Support](#)

Faculty and Staff: Academic Year 2023-2024 Software Requests

To provide adequate testing time and quality control, the deadline to submit requests for software in the Labs and Classrooms for the Academic Year 2023-2024 is May 1, 2023.

Users may begin the process by submitting a request via the [ISS Software Request Cherwell portal page](#). New software will also require a BPM12004 Approval. If you have previously requested specialized software in the classrooms that are no longer needed, please let us know.

Door Swipe Access Helpful Tips

Card Swipe Techniques

- Back of card should face away from main part of reader.
- Insert the side of the card with the black magstripe.

- When swiping the card, swipe top down.
- Don't swipe too fast or too slow.

*On a successful swipe, there will be a beep or a click at the door. The reader light is NOT an indication the swipe attempt was valid. It may flash green, but that does NOT mean your card was accepted.

To report a door swipe issue:

1. Login to <https://cherwell.umsystem.edu/CherwellPortal/umslitportal>.
2. Click on "Report Issue"
3. Click on ID Cards,
4. Then, select the appropriate area.

Have a great semester!