

October 2023 ITS Newsletter

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KUALI BUILD APPLICATION

As a reminder, Information Technology Services (ITS) is offering a new platform, “Kuali Build,” to assist departments and units with building electronic forms. Kuali Build is a cloud-based, policy-compliant platform that will take the place of previously used paper and PDF forms. ITS will be providing training to those interested in learning how to access the application and use its features. Training is required before gaining access to the application. Once participants have completed training, they can create online applications or forms with workflow integrations, a trackable approval process, and e-signatures. Training sessions will be held:

- Oct. 17, 2023 – 11:00 am to 12:30 pm on TEAMS (online)
- Oct. 18, 2023 – 11:00 am to 12:30 pm in ESH, Room 107

Please register to attend this workshop at <http://www.umsl.edu/training>. Log in using your SSO ID and Password. Click the ‘Browse Course Calendar’ icon, navigate to one of the dates you will attend the training on the calendar, and click Kuali Build User Access Training to register.

For assistance, questions, or issues with using Kuali Build, please email kualibuild@umsl.edu. To learn more about Kuali Build, visit: <https://www.kuali.co/build/resources/resource-library>.

DESKTOP ADMINISTRATOR ACCESS LIMITATIONS COMING OCTOBER 17 TO MAC COMPUTERS

As part of a long-term UM System initiative to secure the digital assets and information of the University, Information Technology Services (ITS) has been working to limit the use of administrator-level accounts on computer workstations. This is a key step in reducing the risk of malware and ransomware on our computers and in our sensitive data storage.

Beginning on October 17, all administrator-level accounts on University-issued Mac computers will be changed to standard users. Standard users have limited access to install software, which reduces the risk of malware or anything else potentially harmful and creates a much safer computing environment.

ITS provides the Mac Self-Service platform for installing commonly used software applications at your convenience, without requiring administrator permissions. We have designed a [Desktop Limitations FAQ Page](#) and the [Mac Self Service Webpage](#) as resources to help guide you through this process.

As always, it is the goal of ITS to enable our users to be as productive as possible while keeping a secure/stable computing environment. As times change and the world changes, we must change and adapt as well to keep our systems up to date and secure. We appreciate your support as we continue our mission to protect your personal and professional information and strengthen IT security.

If you are having issues installing or configuring software or have questions, please contact the Technology Support Center (TSC) for assistance at 314-516-6034, email helpdesk@umsl.edu, or visit: <https://www.umsl.edu/technology/support/index.html>.

CAMPUS RELATIONS AND COMMUNICATIONS (CRC) TEAM

Who We Are

The ITS Campus Relations and Communications Team is responsible for cultivating and strengthening communications within ITS and across the UMSL campus. The Team is comprised of five diverse and highly skilled IT professionals, including a manager, two project managers, an IT Portfolio and Relationship Manager (IPRM), and a strategic communications associate. The team will help to elevate the visibility of ITS as a reputable campus strategic partner.

How The CRC Team will Assist You

- IPRMs will engage with campus partners to actively listen, learn, and identify ways technology can create efficiencies.
- Project managers will partner with IT and the customer to ensure that projects are completed efficiently.
- Share updates and ITS news to keep the campus community informed of any new developments.
- Embrace feedback from the campus community to continue to advance our commitment to effective communication strategies.

Meet The CRC Team

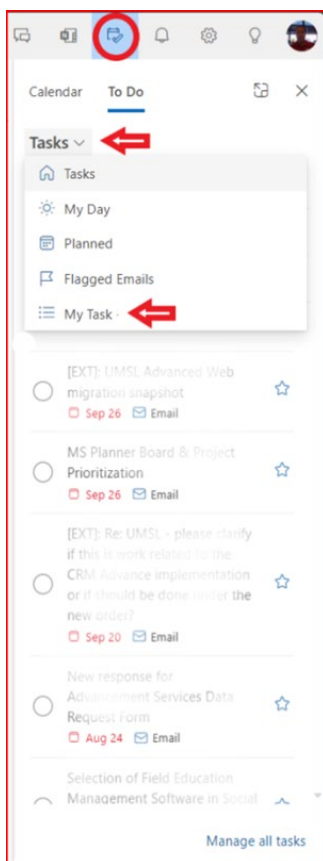
- Jennifer Simms, Manager of Campus Relations and Communications, ITS
- Loy Harvey, Strategic Communications Associate
- Cornell Lewis, IT Portfolio & Relationship Manager (IPRM)
- Wayne North, Project Manager
- Danielle Stallins, Project Manager

Connect with us at crc@umsl.edu. We look forward to working with you!

ITS TIP OF THE MONTH

See [Top 20 tips and tricks for Outlook](#) Look for next month's ITS newsletter for 20 top tips for Word.

Outlook Task Planning



Outlook Tips Meeting Recap & Scheduling Poll

