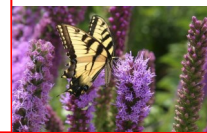


iterations



INFORMATION TECHNOLOGY SERVICES • UNIVERSITY OF MISSOURI - ST. LOUIS

June 2014

Say Goodbye to Analog Fax - Hello to Network Fax Services

In April, Information Technology Services (ITS) began mass deployment of all compatible analog fax services to use the new Network Fax Services solution. Your department or office will receive a survey from ITS for current fax usage, preferences and requirements. The upgrade process will not require fax downtime and will give users additional features:



- Fax by Email: Anyone can send a fax from Outlook or any UMSL e-mail service
- Fax Notifications by Email: Transmission confirmations and Receipt notifications directly to an UMSL e-mail account.
- Xerox Fax Transmission: Any Xerox device with copier capability can send faxes.
- Automated cover pages: Cover pages are automatically generated with sender name and contact information.

In addition, Network Fax services and SharePoint have been integrated to provide fax data security and data collaboration. SharePoint sites allow users to receive faxes as PDF documents. This replaces hard copy printing of received faxes and is the most convenient method to receive messages where a single fax number is shared in a department, group or building. Managers can decide who can access incoming faxes and receive e-mail notifications when a fax is received. Fax Group Manager help can be found, along with additional information about the Network Fax system, [here](#). ITS expects the entire campus deployment to be completed this summer.

Mike Bate
Systems Administration
IT Services
batem@umsl.edu

Soulard replaces Jinx

The Jinx server has been replaced by Soulard, effective May 30, 2014.

You may continue to access your UNIX files from a Windows workstation using the path: \\soulard.umsl.edu\SSOID

Alternatively, you may use a Secure FTP (SFTP) connection to soulard.umsl.edu. Departmental websites published through Cascade have already been reconfigured for Soulard. If you have personal web pages, or a departmental website not using Cascade, please ensure that you are publishing to soulard.umsl.edu

Please note that Soulard does not provide access to student files. Students will continue to access their files and personal web pages from \\stl.umsl.edu\students\#\SSOID (where “#” is the first letter of your SSO ID)

For any questions about the switch from Jinx to Soulard, please contact the Technology Support Center at x6034 or visit <https://help.umsl.edu> to open a support ticket.

Mike Toohey
System Administrator
IT Services
tooheym@umsl.edu

Summertime iPad Learning Circle



You are invited to a special, summertime iPad Learning Circle. The theme for this session is **Take Mobile to the Classroom**. It will be held Thursday, June 19th, 2:00-3:30, in 103 ESH.

In this session we will learn how to use the iPad and other mobile devices to enhance the classroom and/or online experience.

Apps we will learn:

- OneNote: available for all devices
- Kaltura: iOS and Android
- VoiceThread: iOS only

Please make sure to register for this event! We have to register users ahead of time to use the Kaltura mobile app to be used in conjunction with MyGateway.

To register, click here: <http://www.umsl.edu/services/ctl/events/ipadteachingcircle/index.html>

Michael Porterfield
Instructional Designer
Center for Teaching and Learning
porterfieldm@umsl.edu

Jennifer's
Corner

How well do you
know your ITS
employees?

This Month's employee is **Brooke Lawrence**

How long have you worked for UMSL?

I have been working full time for 5 years and part time as a student for 8 years. I originally started working at UMSL as a student in 2006. I worked part time for the department until 2009 when I graduated with my Bachelor's in Communications and started working full time as Office Support Staff in August of 2009.



Tell us what you do:

I have a variety of responsibilities including answering phones, greeting people and placing requisition orders. I am also in charge of the pagers for the campus as well as the point of contact for incoming and outgoing shipments for our department. I process the monthly payroll and I'm also the Wellness Ambassador for my department.

What do you like most about your job?

What I like most about my job are the people, not only in my department but on campus as well. I have enjoyed the relationships and friendships that I have developed here. My coworkers have watched me grow from a young student into the adult I am today. I am one of those people who enjoy getting up every day and going to work. I am very fortunate because not everyone can say that.

Jennifer Simms
Manager – Faculty Resource Center
jsimms@umsl.edu

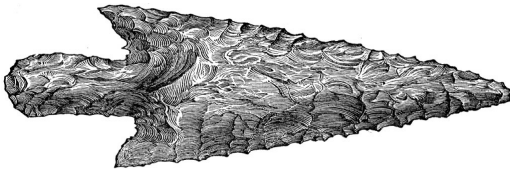
WORKSHOPS

June-August 2014 Workshops and Working Sessions

Register at for a workshop at <http://www.umsl.edu/training> unless otherwise noted.

Mary Brown
Coordinator Technical Training
IT Administrative Services
brownma@umsl.edu

Workshop	Date and Time
Cascade (CMS) <i>Contact brownma@umsl.edu to register</i>	Wednesday, June 11 th 9:00 a.m. - 10:30 a.m. Tuesday, July 15 th 1:30 p.m. - 3:00 p.m. Tuesday, August 12 th 9:00 a.m. - 10:30 a.m.
Cascade working session <i>No registration necessary, JCP 65</i>	Thursday, June 19 th 9:00 a.m. - 11:00 a.m. Wednesday, July 30 th 1:00 p.m. - 3:00 p.m. Wednesday, August 20 th 9:00 a.m. - 11:00 a.m.

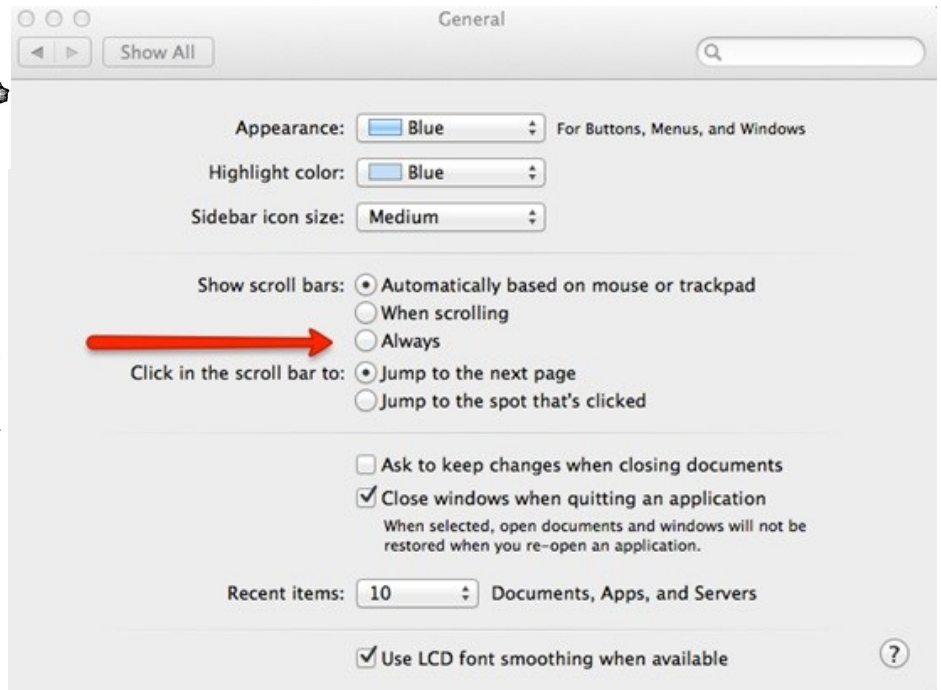


This Month's Tech Tips:

Reading the Scroll (on Mac)

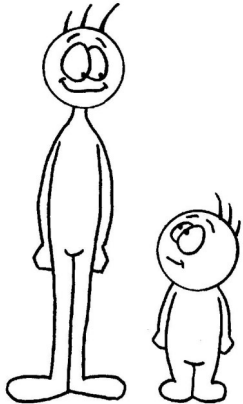
If you use MyGateway on a Mac, you may have noticed that the horizontal scroll bar at the bottom of the Grade Center is missing. If this is the case for you, there's an easy fix:

- 1) Go to System Preferences
- 2) General
- 3) Under Show Scrollbars, set to "Always"



Tom Roedel
Technical Trainer
roedelt@umsl.edu

Shorten Your Website's Address



Wish your website's address was shorter or more descript? You can shorten it with the URL Shortener application <http://umsl.edu/go/shortener> . All shortened addresses will start out with "http://umsl.edu/go/" and be followed by a randomly generated short name, or by whatever name you choose for your address/URL. For example, the URL "http://www.umsl.edu/technology/training/cascade.html" can be shortened to "http://umsl.edu/go/cascade". For details, log in to the Shortener application and click on the Help link.

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