

Practice Safe Computing

Visit the OIT Security site for information on



- Protecting your data
- Protecting your UTSA computer
- Phishing scams
- Password security

More information is available at <http://www.utsa.edu/oit/security>

Network/E-mail Accounts

To obtain a UTSA network or e-mail account, fill out our online request form at http://www.utsa.edu/oit/network/NET_account.html



For further assistance, contact your department's administrative associate or OIT Support Services at [210.458.5538](tel:210.458.5538).

Parking Permits, UTSA Card, Grades . . .

UTSA faculty and staff can use ASAP to



- Purchase a parking permit
- Add money to your UTSA Card
- Input Student Grades (Faculty)

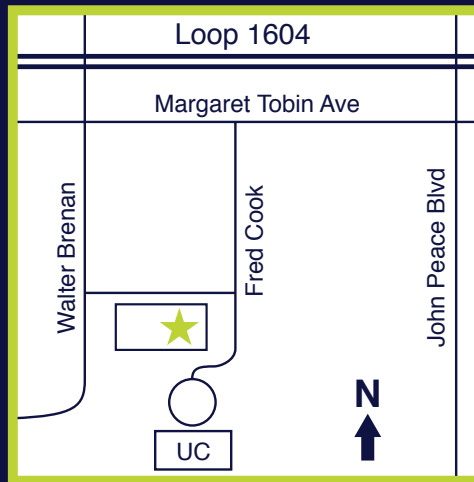
For more information log in to ASAP at: <https://asap.utsa.edu>

Contact Information



OIT Main Office	210.458.4555
OIT Support Services	210.458.5538
Telephone Services	210.458.4200
Info Security Office	210.458.5555

Visit us at the Main Campus Physical Plant Building



UTSA



Faculty/Staff Guide to

INFORMATION TECHNOLOGY

oit The Office of Information Technology
The University of Texas at San Antonio

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www.utsa.edu/oit

Office of Information Technology

The Office of Information Technology (OIT) supports the university by providing the installation and maintenance of computer hardware, application software and the network infrastructure.

All of the links contained within this brochure can be accessed from our Web site:

<http://www.utsa.edu/oit>

OIT Support Services - Here for You

OIT Support Services is your first stop for obtaining assistance with:

- Hardware problems
- Obtaining an e-mail/network account
- Printer issues
- Software installation (software must be UTSA-owned)
- Working from home
- And much more!



Contact OIT Support Services

Phone: 210.458.5538

E-mail: oit-supportservices@utsa.edu

Office: Physical Plant Bldg 2nd Floor
(Main campus)

phishing threats

“system unavailable” messages

other IT security warnings

scheduled system maintenance

“system restored” messages

breaking IT news

Classroom Support

The UTSA Distance Learning and Academic Technology (DLAT) group can assist you with



- Setting up and maintaining WebCT courses
- Classroom technology training
- Capturing your lectures for video streaming
- Scheduling classrooms for interactive video classes and events
- Setting up videoconferences
- Providing you with instructional design services
- Providing you with audio/visual equipment and support for events

Contact us at [210.458.5855](tel:210.458.5855) or visit the DLAT Web site at <http://dlat.utsa.edu>

Get Software!

Contact the OIT Software Licensing office to save money on software for your UTSA-owned PC. Ask us about SafeBoot software - a data encryption solution for university-owned laptops.



Contact us via e-mail: software@utsa.edu

Work From Home Securely!

UTSA Faculty and staff can connect to the UTSA network via the secure Virtual Private Network (VPN). Use VPN to access your e-mail, I-drive and files from home.



Find out more at

<http://www.utsa.edu/oit/VPN.cfm>

Retrieve your UTSA e-mail via Webmail at:

<http://email.utsa.edu>

RowdySpace: A File-Sharing and Collaboration Tool

RowdySpace is available to all UTSA faculty and staff. Use RowdySpace to access and share your files via the Web 24 hours a day, 7 days a week.



For more information about RowdySpace or available training, e-mail us at oit@utsa.edu or visit the RowdySpace page at <https://rowdyspace.utsa.edu>