

(850) 474-2075

ITS Help Desk - Available 24/7

helpdesk@uwf.edu

Cyber Security Awareness Month

Learn how to protect your PC from cyber threats

October is National Cyber Security Awareness Month. In observation, ITS is kicking off a cyber security awareness campaign: SECURITY is Not Complete Without YOU. While cyber security is a topic we wish we didn't have to think about, it is more important than ever before. In the coming months, ITS will offer a variety of educational programs and information to help reduce your risk of becoming a victim of cyber crime. This month the ITS Help Desk is sponsoring several activities to raise awareness of cyber threats. Each day in October a cyber safety question will be posted at

www.uwf.edu/help/ncsa. The first person to correctly answer the daily question will be awarded a goodie bag and entered in a grand prize drawing for a pen drive and movie tickets. On October 19th from 11:00 AM to 1:00 PM, visit the Commons for an Ad-Aware demonstration where you can learn how to protect your personal computer from spyware. See the **IT Training** section for upcoming spyware workshops. Spyware information will be provided to students via the Office of Housing ResNet program.

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IT Training

Oct/Nov Calendar

Argus - Introduction/Navigation/Personalization for Faculty and Staff

October 13 2005 at 8:30 AM
November 18 2005 at 8:30 AM

Banner Basic Training for Beginning Users

October 18 2005 at 10:00 AM
November 2 2005 at 10:00 AM
November 17 2005 at 10:00 AM

Banner PCardholder/Approver Training

October 19 2005 at 9:00 AM
November 15 2005 at 9:00 AM

Spyware 101

for Faculty and Staff

October 12 2005 at 10:00 AM
October 27 2005 at 2:00 PM

Sign Up Here

*From the Training Reservation Desk in Argus
All classes and times are subject to change*

ITS HELP DESK

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(850) 474-2075
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FULLY STAFFED

Monday - Friday
8:00 am to 5:00 pm

AFTER HOURS

Phone and email support is available 24 hours a day, 7 days a week



ArgoAir Coverage Area

Grab your laptop and get online

Take a walk through the Commons and you are likely to see someone with a laptop connected to ArgoAir, UWF's wireless network. But did you know that ArgoAir extends far beyond the Commons? In fact, ArgoAir is now in over forty buildings. In addition, part of campus also has outdoor wireless coverage. As new buildings are added to the coverage area, they are added to the ArgoAir Coverage Map available from the My ArgoNet tab in Argus.

Currently the following buildings have wireless coverage:

- **John C. Pace Library** (32)
- **Southside Village Residence Halls** (14, 15, 16, 23, 24, 25, 26, 27, 28, 29, 30, 31, 33, 34, and 35),
- **University Commons** (22)
- **Buildings:** 8, 10, 11, 12, 13, 19, 20E, 20W, 36, 37, 38, 41, 50, 51, 52, 53, 58, 58A, 70, 71, 72, 74, 76, 77, 79, 85, 86, 88, 90

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Working at Home

Tips and Tricks

In order to make working from home as efficient as possible, ITS offers the following information:

1. High Speed Internet allows you to work more efficiently.
2. Take advantage of free and discounted software through UWF.
3. Use antivirus software to protect your work-at-home computer from viruses.
4. Remote Desktop allows Windows XP users to access their work computer from home.
5. Use instant messaging to keep in touch with co-workers.
6. If you are a laptop user, consider investing in a separate keyboard and mouse for better ergonomics.
7. Keep in mind that if you are using dialup and have only one phone line, you will not be able to receive phone calls or make phone calls while online.
8. Be aware that many Internet Service Providers block outgoing UWF email unless you make configuration changes.
9. Make sure that you setup your email so that you can check it from work and from home.
10. Keep a copy of your co-workers' home and mobile numbers at both your home and office locations.

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ArgoMail Enhancements

Planned for Fall/Spring Break



Plans are underway to upgrade UWF ArgoMail during the Winter/Christmas break. The new version of ArgoMail, which emulates Outlook 2003, will provide a more robust web-based email service for university faculty, staff, and students. Enhanced features will

include an improved spell checker and the ability to create rules for sorting and filtering incoming mail. Look for more campus information and communication about the ArgoMail upgrade in November and December.

Preparing for a Hurricane

Protecting your UWF PC from Mother Nature

When a storm enters the gulf and it's time to board up the house, don't forget to protect your computer before leaving the office. Make sure you turn off and unplug all electronic equipment including monitors, copiers, and UPS systems. Electronic equipment should then be covered with plastic sheeting. If possible, equipment should be picked up off the floor and moved away from windows and other vulnerable locations.

Don't forget, you're not just protecting equipment, but also all the information stored on it. Make sure you regularly backup your data. ITS highly recommends storing important files on your personal and departmental **H: and I: drives** which are backed up throughout the day and stored in a central location. Keep in mind, saving to your H: and I: drives is a good practice all the time, not just during storms.



Active Desktop

Now in SAIL and the CyberLounge



If you have recently logged onto a student computer in SAIL or the CyberLounge, you may have noticed a new box on the computer desktop containing links and messages related to IT. This is called Active Desktop. Through Active Desktop, ITS is able to send messages to students regarding services that they may need or want to know about. In addition, Active Desktop places often used links right on the desktop so that stu-

dents don't need to navigate websites in search of frequently requested information. Currently Active Desktop provides links to Argus, ArgoMail, UWF's homepage, and other widely used web pages. In the future, Active Desktop will be used to direct students to specific activities and venues, such as surveys, training activities, and general information. Please visit SAIL or the CyberLounge to see Active Desktop for yourself.