

# Information Resources & Technology



## August 2018 Newsletter

### Latest News

#### Kicking Off a New Academic Year

We're excited to welcome back new and returning students and faculty to campus in just a few days.

As you are preparing for the start of the Fall 2018 semester, we want to make sure that you are aware of all the resources available to you at Rowan University and that you know how to get in touch with us if you have a question.

Our website — [irt.rowan.edu](http://irt.rowan.edu) — is the best place to start.

#### Check Out Our Student Tech Guide



Our digital checklist will help students prepare for a new semester. Visit [rowan.edu/go/techguide](http://rowan.edu/go/techguide).

There, you'll easily find information about connecting your device to the Rowan Network, getting technology support and hooking up with other technology services at Rowan University.

We also suggest bookmarking the following links, which provide an overview of all the digital resources available to students and employees at Rowan.

**Students:** [rowan.edu/go/students](http://rowan.edu/go/students)

**Employees:** [rowan.edu/go/employees](http://rowan.edu/go/employees)

See you on campus soon!

### Tip of the Month

#### Better Protect Your Data With Duo



**Password + Duo = Access**

Are you interested in helping the University better protect your email, files and personal data? Start by using Duo!

Duo is a two-factor authentication tool used by Rowan University and other major universities around the country to help prevent data breaches and protect their users. Duo prevents anyone from accessing your account, even if they know your password.

Duo will help protect you from being compromised due to phishing emails or other online scams and prevent unauthorized access to your information and data, including confidential retirement account details, pay statements and direct deposit information. You may already have experience using this type of additional protection with your own bank or financial institution.

#### What do I need to do to enroll in Duo?

1. Log in to the Duo Portal at <https://duo.rowan.edu>
2. Click **Register New Device** and add each device (smartphone, landline, etc.) that you would like to use with Duo.
3. Done! After you have registered your devices, you will be prompted by Duo to verify your identity when logging in to various University applications and websites.

For detailed instructions and more information about Duo, visit [go.rowan.edu/duo](http://go.rowan.edu/duo). Questions? Email [support@rowan.edu](mailto:support@rowan.edu).

# Has Your Information Been Exposed?



A company you likely never heard of may have leaked personal information about you on the internet.

A security researcher this summer discovered that the Florida-based firm Exactis exposed a database that contained nearly 340 million individual records on a publicly accessible server. “It seems like this is a database with pretty much every US citizen in it,” the researcher told Wired.

While the leak does not appear to contain credit card information or Social Security numbers, it does include a wide range of other personal data, including home addresses, phone numbers, home ownership status, family status, income levels and other information.

## How does this affect me?

Keep an eye out for sketchy emails and messages, as cybercriminals may use this stolen information for phishing emails and social engineering scams.

If you receive a suspicious email or social media message, don't click on any links. You're better off just deleting the email or message entirely.

## How else can I protect myself?

- Check to see if your email address is involved with any other external data breaches. For instructions, visit [go.rowan.edu/pwned](http://go.rowan.edu/pwned).
- Protect yourself by using a strong, unique password for each of your accounts.
- Sign up for two-factor authentication wherever it is available. At Rowan, you can use Duo to help protect your Network account. Visit [go.rowan.edu/duo](http://go.rowan.edu/duo) for more information.

## Register for Blackboard Training

Want to learn more about the Grade Center in Blackboard? We're offering two training sessions in September that will teach you the basics of the Grade Center's capabilities.

Topics that will be covered include the instructor's view of student grades versus how students see their grades, how to create and manage columns and categories, assessing student work by grading tests and assignments and using calculated columns to assess student progress.

Visit [marketplace.rowanonline.com/irt](http://marketplace.rowanonline.com/irt) to register for the upcoming Grade Center training classes or other training sessions. For help signing up for classes in our new system, visit [go.rowan.edu/trainingreg](http://go.rowan.edu/trainingreg).

## RowanSOM: Visit Our Updated Media Studio

Our media studio at RowanSOM recently underwent a major renovation. Have you used the updated space yet?

RowanSOM students, faculty and staff, as well as outside affiliates and partners, can schedule time in the media studio for academic, clinical and research needs and projects by emailing [somMM@rowan.edu](mailto:somMM@rowan.edu).

The media studio is outfitted with video, photo and audio production equipment, including:

- Canon EOS 5D Mark IV DSLR cameras for studio and remote video capture at up to 4K resolution
- Tascam and Sennheiser shock-mounted microphones for narration and podcast recording
- Canon EOS 5D Mark III DSLR cameras for studio and remote photography at 22 MP resolution

# IRT Policy Spotlight

## Technology Ownership Policy

The Technology Ownership Policy states that any technology purchased with Rowan University funds is the property of Rowan University and remains the property of Rowan University for the entire life cycle of the product or service.

Also, the policy mandates that all technology must be delivered to IRT before deployment to ensure compliance with the University's security and technology policies.

In addition, the policy states if an employee leaves the University, it is the responsibility of that employee and their supervisor to ensure that all technology is returned at the time of separation.

Any employee not returning Rowan University technology is subject to sanctions as described in Section V-4 of the policy.

To review the entire Technology Ownership Policy and other IRT policies, visit [go.rowan.edu/irtpolicies](http://go.rowan.edu/irtpolicies).

## Security Threats



In July, we detected and blocked 44 virus attacks and 106,000 emails with malicious URLs sent to our network.

Universities are prime targets for cyberattacks due to the amount of personal data and sensitive research material stored on their networks.

Please immediately contact the Technology Support Center if you think you have clicked on a malicious link or attachment in an email. Acting quickly will minimize the risk to the University.

### Request Support Help

Visit our support portal to request help and search our knowledge base for answers to common questions.

Double-click on the support icon shown below from a Rowan-managed computer, or go to [support.rowan.edu](http://support.rowan.edu).



You may also call or email us for help.

**Phone:** 856-256-4400

**Email:** [support@rowan.edu](mailto:support@rowan.edu)

#### Hours:

Monday - Thursday: 8 a.m. to 8 p.m.

Friday: 8 a.m. to 5 p.m.

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