

## WELCOME TO UC DAVIS!

For most departments within the College of Letters and Science, the Letters and Science IT Service Center is your primary point of contact for IT support:

- Phone: 530-752-8800
- Web: [lsit.ucdavis.edu](http://lsit.ucdavis.edu)
- Email: [lshelp@ucdavis.edu](mailto:lshelp@ucdavis.edu)
- Drop-In: 2235 SS&H (Service Desk), 118 Young, 483 Kerr, 118 Sproul, 135 Cruess, 112A Music, 137 CMB
- Hours: Monday-Friday, 7:30AM-6PM

## YOUR UC DAVIS COMPUTING ACCOUNT

Almost all campus IT services, including email, web applications, and computer logins are tied to your UC Davis Computing Account. Once your hiring paperwork has been completed, you can visit this website and select "Get your UC Davis Computing Account":

<https://accounts.ucdavis.edu>

As part of signing up for your account, you will select a login ID (username) and passphrase that will be used for most campus services. You may hear your account referred to as "Kerberos" or "Kerberos passphrase"--those are outdated terms but still in common use.

## EMAIL

When you sign up for your UC Davis Computing Account, you will be issued an @ucdavis.edu email account. For staff and faculty members, you will receive an account on Microsoft Office 365. As soon as your account is issued, you can visit this website to log into the web-based Outlook client:

<https://365.ucdavis.edu>

LS IT can also assist you with configuring desktop and mobile email clients.

Students (graduate and undergraduate) will be issued email accounts on DavisMail, powered by Google Gmail, which can be accessed via the MyUCDavis portal:

<https://my.ucdavis.edu>

## WIRELESS NETWORKS

Most buildings and many public spaces at UC Davis have wireless network (WiFi) coverage. The available networks are ucd-guest and eduroam. LS IT recommends the **eduroam** network, which is also available at many other institutions. To log into the eduroam network, use [loginid@ucdavis.edu](mailto:loginid@ucdavis.edu) (note: this is your login ID, NOT your email address, followed by @ucdavis.edu) and your campus passphrase. For more information, see:

<https://itcatalog.ucdavis.edu/service/eduroam>

## COMPUTERS AND IT PURCHASING

For Senate faculty members, continuing lecturers, and career staff members in departments supported by LS IT, the LS computer replacement program provides one standard desktop or laptop computer every five years. Just contact the LS IT service desk to initiate this process. You can find more details at:

<https://lsit.ucdavis.edu/our-services/ls-computer-replacement-program>

All IT hardware, software, and peripheral purchasing for LS departments is handled by the LS IT service desk.

## SOFTWARE AND WEB SERVICES

We have site license and volume pricing agreements for many common software packages, including Microsoft Office, Adobe Acrobat, VMWare Workstation and Fusion, and Qualtrics Survey Suite. More info at:

<https://isit.ucdavis.edu/software-and-web-applications>

All UC Davis affiliates are entitled to Microsoft Office at no cost on up to five personally-owned devices:

<http://officedownload.ucdavis.edu>

All software purchases must have a Vendor Risk Assessment completed for each use case and this can add a few days or several months to your purchasing time so please plan accordingly. Start by submitting a ticket with the LS IT service desk.

<https://iet.ucdavis.edu/vendor-risk-assessment>

## FILE SERVICES AND BACKUP

Depending on your needs, LS IT and UC Davis offer a variety of file service options.

LS File Services provide 10GB of online storage to individuals at no cost, and for faculty, 100GB of lab file storage for research and collaboration. Additional storage is available at a low cost. This is a good option for storing and accessing active research data. Please contact the LS IT service desk for more information.

Through UC Davis, Box.com provides unlimited online file storage, syncing to desktop and laptops computers, access from mobile apps, and easy sharing both inside and outside of UC Davis:

<http://ucdavis.box.com>

Note: Data protected under regulations like FERPA (student data, including grade sheets, student IDs, etc.) and HIPAA (medical records) and other sensitive types of data should not be stored on cloud services such as Box.com, Google Drive, or OneDrive. We recommend using the LS File Services for these types of data.

For backups of desktop and laptop computers, UC Davis licenses the CrashPlan cloud backup service, for \$100/year for up to four devices (contact the LS IT service desk to order CrashPlan):

<https://itcatalog.ucdavis.edu/service/crashplan>

## VPN (ACCESSING RESOURCES FROM OFF CAMPUS)

The LS IT VPN (Virtual Private Network) service enables remote access to resources on our networks, including file services, remote access to desktop computers, printers, and Library resources:

<https://isit.ucdavis.edu/our-services/ls-vpn-service>

## PRINTING

Most LS departments provide shared network printers. Please check with your department for details. The LS IT service desk can help you to configure printing to departmental printers.

## COMPUTATIONAL RESEARCH SERVICE

The Computational Research Service (CRS) provides a number of research computing services, including high-performance Windows and Linux terminal servers loaded with common research software, a computer lab, management and curation of data sets, and consulting on statistical programming and analysis:

<https://crs.ucdavis.edu>

## WEBSITES

Contact information, CVs, publications, and other general information can be posted to departmental websites. Please check with your department for details.

All course information intended for use by students in UC Davis courses, including syllabi, lecture materials, general course information, notes, etc., should be hosted in Canvas, the campus web-based learning management system (LMS):

<http://canvas.ucdavis.edu>

Canvas can be used to create course websites that limit access to only enrolled students. Canvas also meets federal and state guidelines for accessibility to students with disabilities. Course materials should not be posted on department or other websites.

Faculty members can create personal, lab, project, and research-related sites via the campus Faculty WordPress or SiteFarm services:

<https://isit.ucdavis.edu/our-services/websites-and-web-hosting>

## OTHER CAMPUS IT SERVICES AND KNOWLEDGE

Information on other UC Davis IT services can be found in the IT Service Catalog:

<http://itcatalog.ucdavis.edu>

The campus knowledge base can answer many questions about how to use campus IT services, common issues, etc.:

<http://kb.ucdavis.edu>

For immediate, in-classroom technical support, call the hotline number at (530) 752-3333. For other academic application support:

<https://ats.ucdavis.edu>

The TechHub at the Bookstore can help with personal computer purchases or support:

<https://ucdavisstores.com/techhub>