



INFORMATION  
TECHNOLOGY SERVICES  
ST. CLOUD STATE UNIVERSITY

## EMPLOYEE NEWS & INFORMATION

### AUGUST 2021

[ITS Newsletter Archives](#)

*Information Technology Services' series of monthly emails to all employees aimed at improving communications with campus about tips, information, technology updates and services offered in ITS.*

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#### Now is the Time to Test Your Classroom Technology



As you return to campus in preparation for fall semester, we encourage you to go to the classrooms you will be teaching in to practice with the current classroom [technologies](#), test electronic services and files that you use regularly, and contact us if you need any classroom [technical training](#) or [support](#). We are ready to help with questions about technology in campus learning spaces.

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#### IT Partnership Highlight: Athletics Ticketing System



Athletics partnered with ITS to select, procure and implement an improved [ticketing](#) solution for athletic events. The new solution includes a state-of-the-art platform with robust customer relationship management (CRM) capabilities to better market events, send targeted communications and analyze game attendance.

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#### NextGen Project Update



Minnesota State's NextGen project to replace the Integrated Statewide Records System (ISRS) has released another edition of the [UpNext Newsletter](#), offering information and updates about the system-wide project. You can find additional information on the [Friends of NextGen SharePoint site](#) and public [Minnesota State NextGen site](#).

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## IT Security Tip: On-Campus Data Security

We are excited to welcome everyone back to campus and have a few tips to help you keep sensitive data protected:

- Always lock your workstation when you step away from your office or computer.
- Avoid printing sensitive information in public areas.
- Clear sensitive, nonpublic information from your desk (e.g. sticky notes, papers, printouts.)
- When participating in meetings that could be considered sensitive, or in which you share nonpublic information, be sure to put on headphones if others may be listening in.
- Do not leave laptops, tablets or smart phones unattended in unsecured areas.
- Put documents into Shred-It boxes when they are no longer needed.

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## Did You Know: Shared Mailboxes vs. Supplemental Accounts



There are two different types of [shared account/mailboxes](#) services at SCSU.

- **Shared mailboxes** offer an alternative email address that can be used by multiple people, but do not include access to other shared services such as department files. You can access these email accounts using your own StarID credentials.
- **Supplemental accounts** require their own login credentials and allow people to conduct business on behalf of that account, including logging into computers and accessing department files.

Contact [HuskyTech](#) for technical services, support and sales.



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