

### User Access to EMCC Computer and Network Services

Only authorized users may gain access to EMCC computing facilities. Authorized users include all students, staff, and community (guest users). Students are automatically given access upon successful enrollment. Active Directory accounts are generated as well as access to Blackboard, Google mail and the Student Center (my.maricopa.edu). Active Directory credentials are used to gain access to computers in the classrooms, Information Commons, and Skill Center Commons area. In addition, these credentials allow access to the EMCC wireless network.

All part time and full time staff and faculty are granted access to campus technology (Active Directory, MS Exchange and any shared server access needed). The supervisor or Division Chair (or a designee) is required to submit an on-line Helpdesk Request form in order for a user to receive access. Staff and faculty are automatically assigned an Enterprise I.D. and password via the HRMS system upon completion of the MCCD hiring process.

Guest or temporary community user access is granted on an as needed basis via the on-line Help Desk system from the campus sponsor.

Access to the campus wireless system is handled automatically by registering all devices online upon Active Directory authentication.

Access to the campus infrastructure servers and switches is authorized by the Director, Information Technology.

Remote access is given to full time faculty and staff on an as needed basis and by request only.

Additional detailed information on MCCD's Technology Resource Standards and acceptable Use can be accessed by visiting:

<http://www.maricopa.edu/legal/it/>