Think IT !

UITS Newsletter

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Inside this issue:

Nick Choban named as new Assistant Provost for Information Technology & CIO

Nick Choban formerly of the University of Minnesota in the United States, was appointed Assistant Provost for IT and Chief Information Officer on February 10th 2008.

In this new position, Nick will be directly responsible for UITS operations and will work with others to develop and implement strategic planning for information technology at the UAEU. Emphasis will be placed on enhancing UITS's service orientation and fulfilling its mission to provide products and services that its customers will use and depend on for their various information technology needs.

The Assistant Provost for Information Technology and Chief Information Officer provides leadership for the continued development of a modern information technology environment throughout the University.

The primary responsibility of this office is the development and use of information technology in support of the University's vision for excellence in research, teaching, outreach, and lifelong learning. UITS reports to the Provost.

Nick Mitchell Choban
Assistant Provost and CIO
Nick_Choban@uaeu.ac.ae

Nick's experience in developing and using a participatory process at the University of Minnesota to establish a vision, long-range plan and organizational structure for computing and telecommunications will serve him well at UAEU.

One of his key responsibilities here will be maintaining and enhancing strategic partnerships with, colleges, administrative units and vendors, while putting an emphasis on student needs.

Nick will also work with others to ensure the University's national as well as regional presence in information technology and provide leadership in the development and implementation of University policies to support the achievement of institutional goals in the use of information technology.
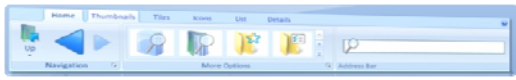
At the University of Minnesota, Nick held a number of leadership positions within the Office of Information Technology, including the Director of Applications Development and Director of Central Computing and Operations. His 14 years at Minnesota saw a migration from the mainframe environment to distributed networking and the Internet as a delivery of customer and institutional systems.

Nick holds a bachelor and Master's Degree.

Related Links:
www.uaeu.ac.ae/uits/

Guides to Office 2007

By Microcomputer Team

Wondering where your favorite Office 2003 commands are located in the new 2007 Office interface?

Under the following link you will find where your favorite Office 2003 commands are located in the new 2007 Office system interface. This interactive guide will help you quickly learn where things are in Office 2007.

http://office.microsoft.com/en-us/training/HA102295841033.aspx

BlackBoard the online e-learning system

By Helpdesk & BlackBoard Admin

BlackBorad is an online academic system used by UAE University to provide an online learning experiences and assessment to the students. It allows faculty to post course material on the web, provide feedback to students, as well as facilitate interaction with and between students.

The primary features of Blackboard are:

- **Class Announcements :** timely reminders or updates for the entire class
- **Course Documents :** course outlines, handouts, lectures, course readings, etc.
- **Staff Information :** the biographies of the instructor and others who teach or support the course
- **Assignments:** links to activities, projects, quizzes, etc.
- **Resources:** links to other sites, from e-journals to the ASUMH homepage
- **Digital Drop Box:** On this page, assignments can be dropped off by students and retrieved and returned by instructors.
- **Grades:** Instructors can post a student's score for any assignment, quiz, or exam (along with total possible points and class average).
- **E-mail Sender:** Pre-addressed forms enable any course participant to send e-mail to any individual or group within the class.

Site URL: http://eLearning.uaeu.ac.ae or through http://my.uaeu.ac.ae click 'Blackboard'
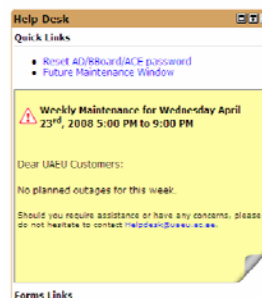**Needed Credentials:** your 'Academics' user name and password.

Forget your Blackboard Password?

No need to wait.. call..send an email to reset your
BB password anymore ! You can do it by your self !

Helpdesk has created an effective tool for UAEU student and staff to reset their own password via my.uaeu.ac.ae website. If you forget your UAEU Active Directory/Blackboard account password. You can now reset your password by following these simple steps:

1. Log in to http://my.uaeu.ac.ae website
2. In the Help Desk Channel under Quick Links, click on Reset AD/ BBoard/ACE password and follow the instructions.

You will be notified via an automated email that your password has been reset

Help Desk Channel at My.uaeu

Welcome!

University IT Services welcome

- **Abdullahi Qani** ,
  SIS Team Lead
- **Ahmed Haroun,**
  Network Administrator
- **Feras Abu Hajli** ,
  Database administrator
- **Fatima Al-Dhaheri** ,
  Helpdesk Operator
- **Hassan Gafar,**
  Windows Administrator
- **Hisyam Syazwan,**
  Network Administrator
- **Muhammed Zahid,**
  Unix Administrator
- **Noura Al– Naseri** ,
  Network Administrator
- **Sajid Ali,**
  Security Administrator
- **Tamaa Alneyadi,**
  Web Administrator
- **Umair Gul Memon,**
  Network Administrator.
- **Zakiyur Rahiman,**
  Programmer analyst.

Manage UAEU's Website with CMS !!
New Content Management System

By Web Services Section

The UAE University has launched a new website on January 2008 as part of an overall University strategy to move UAE University's Web presence forward.

The new website was built using a new Content Management System (CMS) which facilitates creating and managing HTML pages, images, PDF files, and other digital content.

The CMS is part of the myUAEU Portal Platform, which is integrated with our university's central administrative database.

Benefits of the New Content Management System

Easily editable content: non-technical staff can easily supply and manage content in an interface similar to Microsoft Office applications with version control and recovery features.

Layout templates: UAEU templates for colleges and departments built around a unified University brand.

Shared Content: Content can be shared through different websites.

Workflow feature: a simple review and approve process.

Integration with myUAEU Portal: ability to publish information to myUAEU Portal.

> " *New Content Management System (CMS) Improving university brand and usability* "

The Importance of Passwords

By Sajid Ali

Why are passwords so important?

Passwords ensure the security and confidentiality of data that is stored on various workstations and servers across campus. Some of this data includes student and employee names and addresses, grades, evaluations, timetables, payroll information etc.

Choosing the right password

▪ Don't use
Previously employed passwords or variations of them.

Common character sequences such as "12345678", mar2008

Personal details such as variations of your own name, your spouse's and pet's names, license plate numbers, medical insurance numbers, and birthdates

▪ Do...
Create passwords that are at least 8 characters in length

Create passwords that are difficult to guess

Use alphabetic and non-alphabetic characters when creating a new password vary the case of the letters such S@j!d334
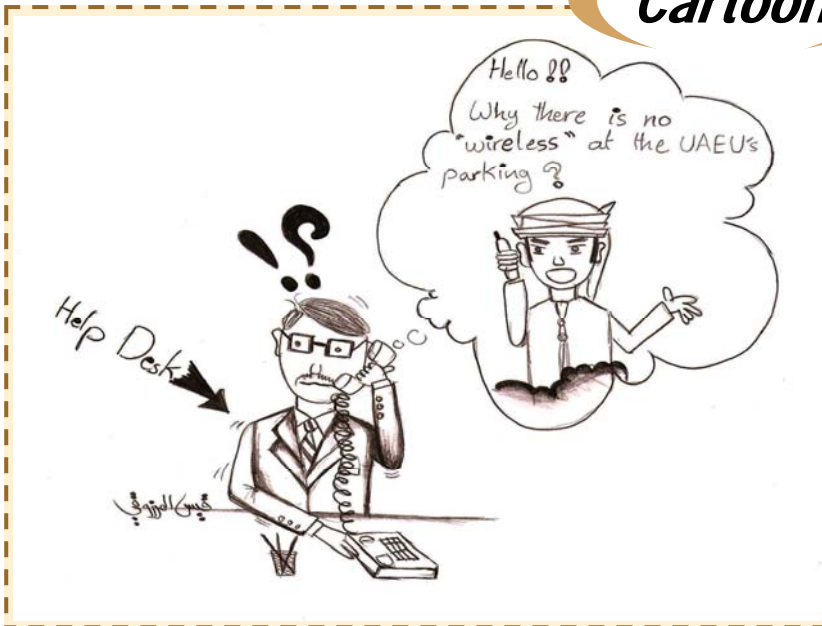
- Total number of E-mails received by the University E-mail system : 3,875,228 (100% of total e-mails)

- Total number of E-mails received by the University and blocked as spam : 3,616,747 (93.3% of total e-mails)

- Total number of E-mails received by the University not considered as spam : 258,481 (6.7% of total e-mails)

- Total number of E-mails sent by the University E-mail system : 13,941

Cartoon

Have any cartoon to add !! Share us your creativity by sending to thinkit@uaeu.ac.ae .

Eye Trick...

Young lady or old women ?

We're on the Web !
www.uaeu.ac.ae/uits/

Did you know?

By UITS

1. To make one kilo of honey bees have to visit 4 million flowers, traveling a distance equal to 4 times around the earth.
2. The can opener was invented 48 years after cans were introduced.
3. African elephants only have four teeth to chew their food with.
4. The first electronic mail, or "email", was sent in 1972 by Ray Tomlinson. It was also his idea to use the @sign to separate the name of the user from the name of the computer.