



# San Francisco State University

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# IT Updates

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# The Agenda

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- Introduction  
Our Welcome Message for you
- Share Drives  
Departmental Share, Box.com
- Windows 10  
Basic user interface
- Zoom  
Setting up a zoom meeting, Features



## Introduction

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The purpose of the meeting is to inform users about the various technology that is made available to the University.



# Share Drives

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The university offers both Box.com for personal storage, as well as shares for departmental shares.

**BOX.COM**



# Box.com

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- 50 Gigs of free space
- Allows files to be retrieved to various devices
  - PC, Mac, Tablet, Smartphone
- Ability to sync between devices
- Allows for collaboration between users
  - \*Does not require administrator

**BOX.COM**

Demo





# Questions?



# Department Share



# Department Share

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- For Department storage
  - EX. Shared drive
- Security Requires SF state credentials
- Stored within ITS Servers (On Campus)
  - Files will not be deleted if owner's account is terminated

# Department Share

Demo



# Department Share

Things to watch out for

- User name and login will need to be typed in every time (until OS upgrade is complete)
- File path for windows should not exceed 255 characters
- Only IT can retrieve lost documents
- Only administrators can set up access to drives

# Questions?



# Windows 10



# Windows 10

- New UI
- Security features (users will log in using SF state credentials)
- Automatic login for department shared drives
- Back end features for IT



# Windows 10

Demo



**Questions?**



**Zoom**



# Zoom

- Video/Teleconference system
- University License
- Allows for both Telephone and Video Meetings
- Available on PC, Mac, Smartphone/Tablets

# Zoom

## Demo



# Zoom

Things to watch out for

- Be aware when broadcasting is live
  - Make use of mute/unmute
  - Determine if you want to use video
- User proper placement when broadcasting
  - Light should be in front
  - Remove distractions
    - Sounds, background, etc.

**Questions?**

