

University of Wisconsin - Madison
 College of Agricultural and Life Sciences
 Administrative Computing Services
**CALS LAN (Novell) System
 Authorization Form**

**Please type or print in ink.
 Check all appropriate boxes.**

Send completed form to:

CALS Administrative Computing, 240H Ag Hall
 1450 Linden Dr, Madison WI 53706

For ACS Use Only:

Novell Login: _____ Temp. Pass: _____
 Novell Context: _____ .admin.cals.uwmad
 Client Type: Win Mac
 Mail Address: @cals.wisc.edu
 @wisc.edu
 @other
 IP Number: _____ Router: _____
 WiscCal Plus Name: _____
 Notes: _____

Name: Last	First	MI	Net ID:	Campus/Photo ID:
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Department:	UDDS:	Title:
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Office Address:	Office Phone:
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<input type="checkbox"/> New Request: <input type="checkbox"/> New LAN User (Start Date: _____) <input type="checkbox"/> Full Time Employee <input type="checkbox"/> Student Employee	<input type="checkbox"/> Change Request: <input type="checkbox"/> Delete User (Logon ID _____) <input type="checkbox"/> Requesting Additional Applications
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Which of the following will you need to use - check all that apply:

- | | | | |
|---|---|--|---|
| <u>Device Type</u>
<input type="checkbox"/> PC
<input type="checkbox"/> Mac
<input type="checkbox"/> PDA | <u>E-Mail System</u>
<input type="checkbox"/> Use current address

OR
<input type="checkbox"/> Needs address established:
<input type="checkbox"/> Eudora/WiscMail Plus(@cals.wisc.edu)
<input type="checkbox"/> Eudora/WiscMail (@wisc.edu) | <u>Campus Systems</u>
<input type="checkbox"/> 3270*
<input type="checkbox"/> CHRIS *
<input type="checkbox"/> InfoAccess*
<input type="checkbox"/> ISIS*
<input type="checkbox"/> Kronos
<input type="checkbox"/> PayData*
<input type="checkbox"/> PVL*
<input type="checkbox"/> WISDM*
<input type="checkbox"/> Student Appt/Payroll System* _____ | <u>Other</u>
<input type="checkbox"/> A97A Accounting System
<input type="checkbox"/> Faculty Resources Database
<input type="checkbox"/> Hatch Accounting System
<input type="checkbox"/> SCDR (Short Course Dorm Reserv. Sys.)
<input type="checkbox"/> WALSAA System
<input type="checkbox"/> Dorm Inventory System
<input type="checkbox"/> Prospective Students System
<input type="checkbox"/> Other: _____ |
|---|---|--|---|

Add'l Office Components

- Access 97
- Access 2000
- PowerPoint 2002
- Publisher

Calendar System

- WiscCal Plus (Oracle Calendar)
- PDA Synchronization
- Resource Rights: List CALS Resources and Access Needed

Resource Name:	Designate	View Entries	View Times Only
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

***attach completed authorization form**

CALS USER AGREEMENT TO ACCEPT RESPONSIBILITY

- Your password is intended for your use only. You must not disclose your password to anyone. Your password verifies your logon identification initials and you are responsible for keeping it confidential.
- Your Novell password must be changed periodically (every 120 days). Change your password immediately if you suspect another may know your current password.
- Your use of University computing resources is restricted to authorized University of Wisconsin business.
- You may only access data for which you have specific authorization. You may only use your access to data for authorized University of Wisconsin business.
- You will be held responsible for any security breach traceable to your assigned logon identification initials. You will also be held liable for any willful misuse or deliberate system damage traceable to your logon identification initials.
- Violation of this agreement may result in disciplinary action or legal action or both.

I have read and understand the above terms and agree to the terms.

User Signature:	Date:
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Supervisor Signature:	Date:
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LAN Security Administrator:	Date:
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