

CONNECT TO IT RESOURCES AT VUMC

Information Technology & Enterprise Cybersecurity

[HTTPS://WWW.VUMC.ORG/IT/WELCOME-NEW-EMPLOYEES](https://www.vumc.org/it/welcome-new-employees)

Information Technology &
Enterprise Cybersecurity
welcome you to the Vanderbilt
team! Follow the guidelines
below to connect. We look
forward to **pioneering a new
path** with you.



1. HAVE YOU CLAIMED YOUR VUMC IDENTITY?

You'll need a VUMC ID and password to get your identity badge (for facilities access) and to gain access to VUMC Resources.

2. HAVE YOU ENROLLED IN MULTI-FACTOR AUTHENTICATION?

Enroll in multi-factor authentication (MFA) for secure access to certain VUMC resources like and some areas of AccessVUMC and C2HR.

3. DO YOU KNOW HOW TO GET TO YOUR VIRTUAL DESKTOP (VDI)?

Do your job from just about any workstation.

4. HAVE YOU SET UP OUTLOOK EMAIL ON THE WEB (OWA)?

Get to your email anytime at <http://outlook.office.com/>.

5. DO YOU NEED TO SEND SECURE EMAIL?

Choose from Sensitivity Labels in your Microsoft Outlook menu to protect email.

Frequently Asked Questions

- *Where can I store my files?* Move your files from Google Drive to OneDrive for Business by January 31st. Find out how to to move your individual files at www.vumc.org/it/onedrive.
- *Where can I get IT assistance?* New Vanderbilt Health Clinics should call the VUMC IT Help Desk at 615-343-HELP (4357) or submit a ticket to pegasus.vumc.org. Vanderbilt Hospitals should use current IT processes until full IT transition occurs.
- *I got a suspicious email, what should I do?* Send all suspicious emails to phishing@vumc.org.

Explore our Expedition**Tech** project at www.vumc.org/it/expedition-tech