

# 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 move your individual files at [www.vumc.org/it/onedrive](http://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](http://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](mailto:phishing@vumc.org).

Explore our Expedition**Tech** project at [www.vumc.org/it/expedition-tech](http://www.vumc.org/it/expedition-tech)