

# UBC IT Services

	Student	CWL Sponsored Student	Paid Student / Student Employee
UBC Email	<p align="center"><b>Student Email</b> (<i>cwl@student.ubc.ca</i>)</p> <p>Students can self-provision a student email (<i>cwl@student.ubc.ca</i>)</p>		
	<p>More Information &amp; How-To:</p> <ul style="list-style-type: none"> <li>• <a href="#">How to set up UBC Student Email</a></li> <li>• <a href="#">Information: UBC Student Email Service</a></li> <li>• <a href="#">How to Alias a FASmail Account</a></li> </ul>	<p><b>UBC Generic Email</b> (<i>shared.ubco@ubc.ca</i>)</p> <ul style="list-style-type: none"> <li>• On Request</li> <li>• Max: 13 months access</li> </ul>	<p><b>UBC Generic Email</b> (<i>shared.ubco@ubc.ca</i>) (<i>On Request</i>)</p> <ul style="list-style-type: none"> <li>• On Request</li> <li>• Access <i>terminated</i> at end of employment</li> </ul> <p><b>Faculty &amp; Staff Email (FASmail)</b> (<i>cwl@mail.ubc.ca</i> or <i>first.last@ubc.ca</i>)</p> <p>Automatically provisioned for use during employment</p> <ul style="list-style-type: none"> <li>• Access <i>terminated</i> at end of employment.</li> <li>• Department may apply Grace Period in Workday</li> </ul>
Print Services	<p align="center"><b>Student Printing</b></p> <p>Student can use UBC 's Swipe-to-Print service, using the UBC Student ID card</p> <ul style="list-style-type: none"> <li>• Requires student has positive balance in the meal plan / convenience plan account</li> </ul>		
	<p>More Information:</p> <ul style="list-style-type: none"> <li>• <a href="#">Student Pay for Print   UBC IT Okanagan</a></li> </ul>	<p align="center"><b>Departmental Printing</b></p> <p>On Request</p> <ul style="list-style-type: none"> <li>• Department must provide IT a PM code during onboarding</li> <li>• Access is terminated at the end of appointment</li> </ul>	
VPN	<p align="center"><b>myVPN</b></p> <p>Students may use the Virtual Private Network connection to protect data</p> <ul style="list-style-type: none"> <li>• Requires an active Campus Wide Login (CWL) account</li> </ul>		
	<p>More Information &amp; How-To:</p> <ul style="list-style-type: none"> <li>• <a href="#">Campus Wide Login (CWL)   UBC IT</a></li> <li>• <a href="#">myVPN Setup Documentation</a></li> <li>• <a href="#">When to use VPN</a></li> </ul>	<p align="center"><b>Personal &amp; Departmental VPN</b></p> <p>On Request</p> <ul style="list-style-type: none"> <li>• Access to specific private departmental VPN pools by request</li> <li>• Access to VPN is terminated with offboarding request is submitted to UBC Okanagan IT</li> </ul>	



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Network Storage	<p><b>Student Personal Network Storage</b></p> <p>While on a UBC computer, students have access to a personal network drive ('H')</p>		
		<p><b>Faculty &amp; Staff Network Storage</b></p> <p>On Request</p> <ul style="list-style-type: none"> <li>• Access to Staff Network drives ('K', 'P') is added or removed upon <i>request</i>.</li> <li>• Loss of access at the end of appointment or end of Sponsored timeframe</li> </ul>	
Online Storage	<p><b>Student Personal Online Storage (OneDrive)</b></p> <p>Students may self-provision personal online storage (OneDrive)</p> <ul style="list-style-type: none"> <li>• Requires UBC student email (<i>cwl@student.ubc.ca</i>)</li> </ul> <p>More Information:</p> <ul style="list-style-type: none"> <li>• <a href="#">Microsoft OneDrive   UBC IT</a></li> </ul>		
			<p><b>Personal &amp; Department Online Storage</b></p> <p>Departments <i>may</i> add / remove staff to MS Teams for collaboration and shared storage (Departmental Sharepoint)</p> <ul style="list-style-type: none"> <li>• Requires UBC FASmail (<i>first.last@ubc.ca</i>)</li> <li>• Access is terminated at the end of appointment</li> </ul>
Office 365	<p><b>Office 365</b></p> <p>Students are eligible to download Office 365 to their personal computer</p> <ul style="list-style-type: none"> <li>• Requires UBC Student email address (<i>cwl@student.ubc.ca</i>)</li> </ul> <p>More Information:</p> <ul style="list-style-type: none"> <li>• <a href="#">Office 365 for Students   UBC IT</a></li> </ul>		
			<p><b>Faculty &amp; Staff M365</b></p> <ul style="list-style-type: none"> <li>• Accessible with eligible appointment in Workday</li> <li>• <a href="#">Office 365 for Staff</a></li> </ul>
Zoom	<p><b>Student Zoom</b></p> <p>May be provisioned on request by Professor or Department as a course requirement</p> <ul style="list-style-type: none"> <li>• Account is terminated at end of term.</li> </ul>		<p><b>Employee Zoom Account</b></p> <p>On Request</p> <ul style="list-style-type: none"> <li>• Requires Employee ID is affiliated with student CWL</li> <li>• Requires UBC email (<i>cwl@mail.ubc.ca</i> or <i>first.last@ubc.ca</i>)</li> <li>• Access is terminated at the end of appointment</li> </ul>

