*www.newschool.edu/at*

Dear faculty member,

The Academic Technology staff welcomes you to the New School and to a new academic year.

Academic Technology offers an array of online and on-site technology services to the university community with focus on curricular needs. Please visit the Information Technology web site and click on the Faculty tab to see what you have access to and where to go for help. The following web pages may be particularly helpful to faculty members:

**Classroom Technology**
http://www.newschool.edu/information-technology/classroom-technology/
**Media Services**
http://www.newschool.edu/information-technology/media-services/

**How to access AT services**

**Online**

NetID
Your NetID, a username such as "LeeSo123," is your key to technology services at The New School. Use your NetID username and password to sign into MyNewSchool and to your university email address, to go wireless on campus, to log in to open lab computer workstations, and to print in the labs.

MyNewSchool
MyNewSchool is the university's "single sign-on" portal. Log in at http://my.newschool.edu and click in the Faculty Tab for customized services, including:

- University email (Google Apps for Education)
- Blackboard
- Information Technology
  - ➢ Reserve select stations or book equipment for pick-up and in-class use
  - ➢ Schedule AV Delivery or Event Support

**On-site**

Technology Facilities
Please check http://www.newschool.edu/information-technology for information on classroom support and technology labs and services available to you.

Still have questions? Please email at@newschool.edu or stop by at one of our lab locations and our team will be glad to assist you.

**THE NEW SCHOOL**
**A UNIVERSITY**