**New** Group Training Request Form If you would like to request training on a particular topic for your office or department, please complete the form. Training may be in the form of webinar or live training.

see also Technology Support Home

This page will be perpetually expanded and updated. If you can’t find what you are looking for, or think something needs to be here, contact the IT Training Coordinator at ittraining@maine.edu

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Table of Contents

Topics (in alphabetical order):

**Accessibility**

see itaccessibility.maine.edu

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Adobe Acrobat XI

User Guide

After Action Review Form

Aurora Remote Access

How to access your network files

Blackboard Connect

Getting Started with Blackboard Connect | Send a Message | Create a Message Template | Training Videos |

Booklist

(see Suggested Reading)

Box.com

Box Help

BrightSpace coming soon!

Cache

how to clear (Chrome, Internet Explorer, Firefox, Safari)

Camtasia

Camtasia Studio 8.5 Help | Record, Edit, Share | Transitions & Annotations |
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Change your cookie settings

Concur
Get Started with Concur

Confluence

Eduroam
Eduroam Onboarding Process

Ergonomics

Email

25 Tips for Perfecting Your E-mail Etiquette
Sending BulkMail (email)
Notes on Administrative Bulk Email

Google
"New" Gmail Tips June 2018

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### GSuite

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### Hoonuit

(aka Atomic Learning)  **Jan 2018**  This is now a part of UMS Academy, and is accessed from the Launchpad of the portal (mycampus.maine.edu)

Note: this site utilizes 3rd party cookies, which must be enabled in your browser to afford a seamless use. See Cookies (above).

### ImageNow

(also known as Perceptive Content)

| Upgrade to 7.1.5 | Client Download | Getting Started |

### Information Security

ISO Portal  Employee Protect of Data APL

### IP Phones

### Kaltura

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### Listserv

| Requesting a new list (LISTSERV) via LISTS.MAINE.EDU | Joining (subscribing to) a List | Google Group or Listserv? |
New List Owners Instructions | List Owner Responsibilities | List Management in 3 Easy Steps
---|---|---
Bulk Subscriber Management Process | Form for LIST request

**IT Lunch&Learn 2018-19 Sessions**
Schedule and Descriptions  | Google Calendar Link

**IT Lunch&Learn 2019-20 Sessions**
Schedule and Descriptions  | Google Calendar Link

**MaineStreet**
visit Strategic Procurement’s [Webinar Channel](#) Strategic Procurement’s [This Week's webinars](#)

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**Microsoft Office 2016**
Add Accessibility Checker to the Quick Access ToolBar
Add Accessibility Checker to the Ribbon

**Microsoft Office 365**
Getting Started

**Perceptive Content**
(see [Image Now](#))

**PowerPoint in ZOOM**
(see [ZOOM](#))

**Printers**
Canon
Remote Access using Aurora

How to access your network files

Security

https://mycampus.maine.edu/group/mycampus/iso-training-and-services

Service Catalog

UMS IT Services

Suggested Reading

2020 Suggested Reading Booklist

Tempest

Connecting to UMS Wireless Network (Tempest)

UMS Academy

*Jan 2018* This is now a part of UMS Academy, and is accessed from the Launchpad of the portal (mycampus.maine.edu)

Note: this site utilizes 3rd party cookies, which must be enabled in your browser to afford a seamless use. See Cookies (above).

Windows 10

Differences between Win 7 and Win 10 for the New User

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Windows Presentation Mode

Presentation Mode

University College Tutorials

UTSC

University Tech Support Center Home Page

ZOOM

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Getting Started with ZOOM webinar (recordings)

(from Aug 7, 2018) https://video.maine.edu/media/Getting+Started+with+ZOOM1/1_w55pd8fi/85027501

(from Aug 23, 2018) https://video.maine.edu/media/Getting+Started+with+Zoom2/1_8nhpngcp/85027501

(from Sept 12, 2018) https://video.maine.edu/media/Getting+Started+with+Zoom+3/1_qmgle2oy/85027501
Contact ittraining@maine.edu