New Faculty

Contact information - CAS-Technical Services

Email - [cas-help@okstate.edu](mailto:cas-help@okstate.edu)

Phone - 405-744-6844

Location - 001 Life Sciences East

Website - https://cas.okstate.edu/casts/

**Things to Know:**

[Orange Key (Okey) Credentials](https://it.okstate.edu/services/orange-key-account-services/) – Your @okstate.edu email address and password provide you access to institutional applications and CASTS resources.

[DUO (Multi-Factor Authentication](https://it.okstate.edu/services/multi-factor-authentication/)) – this is used in conjunction with your Okey credentials to increase the security of your account.

[Virtual Private Network (VPN)](https://it.okstate.edu/services/osuvpn/) – to use many on-campus resources from off-campus, you will need to install software to establish a secure connection.

[eduRoam Wireless](https://it.okstate.edu/services/connectivity/) – eduRoam is the wireless network you will use for your mobile devices.

[my.okstate.edu](https://it.okstate.edu/services/banner/) – this is the portal to Banner Student, Banner Human Resources, and many other applications you will use.

Banner for Faculty – After activating your Okey account, your next step will be requesting access to Banner for Faculty. <https://registrar.okstate.edu/banner_faculty/requesting-access-banner-faculty.html> The Registrar has provided a page with documentation on each module and its functionality. <https://registrar.okstate.edu/banner_faculty/banner_the_portal_faculty.html>

Classrooms - Classrooms are divided into General University and College. ITLE supports the technology of [General University classrooms](https://itle.okstate.edu/site-files/documents/gu_classroom_equipment_list_v4.pdf) <https://itle.okstate.edu/technology-services.html> and the Registrar maintains reservations. <https://registrar.okstate.edu/class_schedule_short_courses/room_reservations.html>

CASTS supports labs and the remaining classrooms in Arts and Sciences buildings. Contact the team at the information above.

Computer Recommendations – email or call CASTS and we will provide you with the latest computer recommendations for PC and Mac workstations.

[Software Distribution Center](https://it.okstate.edu/services/software-distribution/) –

* The Software Distribution Center has several products licensed for all OSU employees. MATLAB, Matematica, SPSS, Maple, SAS, ArcGIS are several available for you to download.
* Microsoft Office products can be downloaded from cowboymail.okstate.edu [Click here](https://it.okstate.edu/services/software-distribution/office-365-installation.html) for instructions .
* Zoom installation instructions are located [here](https://it.okstate.edu/services/zoom/) .
* [Click here](https://it.okstate.edu/services/software-distribution/how-to-install-creative-cloud-apps.html) for Adobe Creative Cloud applications.
* Contact CASTS if there are other software packages