

New Faculty Orientation
Technology Session
Research Resources
August 2017



MSU Information Technology Support and Design Resources

MICHIGAN STATE UNIVERSITY
SPARTANS WILL.

WEB ACCESSIBILITY



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Web Accessibility

Web accessibility is the inclusive practice of removing barriers which prevent access to information and functionalities on websites. An online document or tool is accessible when it can be easily understood and used by everyone, regardless of the browser or adaptive equipment he or she is using. This website provides a central place for web accessibility [guidelines](#), [tutorials](#), and [services](#) available to the MSU community.

At MSU, we serve a diverse audience that relies increasingly on the Internet for many aspects of life, including education, employment, commerce, research, health care, and recreation. In today's society, it is essential that we provide equal access and opportunity to all our users, including those with disabilities. Accessible Design can diminish and even remove barriers to information and interaction critical to success for our faculty, staff, students, and the general public.

In July of 2008, the MSU community was informed that they must move towards compliance with the university's [Web Accessibility Policy](#). MSU employees were asked to update all university Web pages used to conduct university business or academic activities to meet the [Web Accessibility Technical Guidelines](#) of the policy outlined in [Section I](#) over the past five years.

News

MSU has updated its web accessibility [Technical Guidelines](#) to WCAG 2.0 AA. MSU departments and employees are asked to update their web pages, online course materials, and e-Texts used to conduct university business or academic activities to a minimum conformance level of AA.

Promote and support Universal Design by using the [resources](#), [training](#), and [guidance](#) provided on this website to update university Web content.

Web Accessibility

The MSU community is expected to comply with the university's Accessibility policies. For information and resources, visit <http://webaccess.msu.edu/>

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Learning Design

The MSU IT Learning Design team provides instructional design and assessment support such as:

- Step-by-step instructional design assistance
- Help to develop and implement course learning objectives
- Feedback gathering and analysis

For more information, visit:

<https://tech.msu.edu/teaching/instructional-design-development/>

Academic Profile


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Academic Profile Overview

NOTICE TO USERS

Following our initial implementation, and to meet the needs of our users, Academic Profile is engaged in a major overhaul of the system. You will notice changes to screens and may notice unusual data or system behavior. See below for current status:

Affected Screen or Report	Scheduled Changes	Start Date	Expected Completion
Form D	Screen changes affect how AP outputs are generated. Once screen changes are finished, reports like Form D will be updated and will generate correctly. If you're preparing your promotion and tenure documents, please contact us at AcadProf@msu.edu for individualized support	7/27/2015	10/15/2015

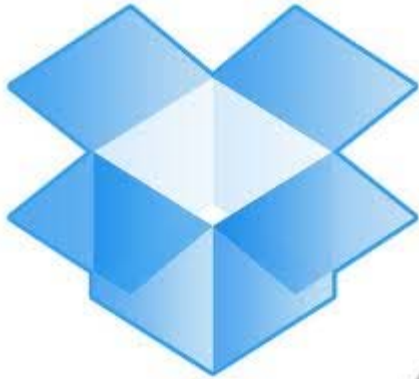
Academic Profile

The MSU Academic Profile (AP) system is used to:

- Organize and build reports on teaching, research and service activities.
- Annual activity reports
- Promotion and tenure documents
- Accreditation reports
- Your CV
- Your profile on your campus website
- Enable MSU to communicate more effectively about your accomplishments.

<http://academicprofile.msu.edu>

Cloud Resources



iCloud



<https://itservices.msu.edu/guidelines-policies/cloud-computing-appropriate-use.html>

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Collaboration Tools

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Google Apps

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[Google Calendar](#)


Organize schedules and share events and calendars with others.

[Google Drive and Docs](#)

Share documents, spreadsheets, and presentations. Collaborate in real-time with your team or with your whole school. You can publish final documents to the entire world, too.

[Google Sites](#)

Work together to keep related documents, Web content, and other information in one place, on one site.



Avoid Google Apps for Confidential Data: MSU has executed a Google Apps Education Edition (EE Apps) Agreement with Google for MSU-specific access to Google Apps. MSU is obligated to protect certain types of data. Confidential information, such as student information and data, should not be used within EE Apps. Please see the [Appropriate Use of the Michigan State University Google Apps Education Services](#) document for additional guidance.

Browser compatibility: Google Apps will support the current and prior major release of Chrome, Firefox, Internet Explorer and Safari on a rolling basis. Each time a new version is released, Google will begin supporting the latest update and stop supporting the third-oldest version.

If you have any questions regarding use of MSU Education Edition Apps, please contact IT Services Support at (517) 432-6200 or submit an [electronic inquiry](#).

More Information

[Google Apps: Introduction and Support Article List at help.msu.edu](#)

[Appropriate Use of the Michigan State University Google Apps Education Edition Services \[PDF\]](#)

["Cloud Computing" Services: Appropriate use of online software tools such as Google Apps, Gmail, and Microsoft Office Live \[PDF\]](#)

[Google Apps News at tech.msu.edu](#)

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[Contact Us](#) | [IT Services Support](#) | [Technology at MSU](#) | [MSU home page](#)
Michigan State University Board of Trustees, East Lansing, MI 48824
MSU is an affirmative-action, equal-opportunity employer.

Server Co-location



Colocation Service allows researchers to place their existing servers in a rack in the Computer Center Datacenter with secure access.

Data Storage & Archive

- [AFS space](#) can be used to back up files, post personal websites, and access files.
- Departmental units and current MSU student, faculty, and staff members receive 1 gigabyte of AFS space.
- Additional AFS space for affiliated users and departments may be purchased with an MSU departmental account number.

How you store data depends on the nature of your data, and the degree of security required to protect your data against unauthorized access or accidental loss.

Even if you don't deal with sensitive information, your data may be crucial to university business, and you should protect it against technical problems or malicious activity.

Data Storage & Archive

[Home](#)[Support](#)[Connect](#)[Teach and Learn](#)[Research](#)[Manage](#)[SecureIT](#)[About](#)[Services](#)

[Home](#) > [Storage](#)

Storage Solutions

How you should store data depends on the nature of your data, and the degree of security required to protect your data against unauthorized access or accidental loss.

Even if you don't deal with sensitive information, your data may be crucial to university business, and you should protect it against technical problems or malicious activity.

[Enterprise Storage](#)
[Storage Options at MSU](#)

Contact

For more information on storage solutions, contact the IT Services Support Desk at (517) 432-6200.

To obtain an enterprise storage solution, [submit a request form](#).

[Central Storage \(AFS\)](#)

File Transfer

MICHIGAN STATE UNIVERSITY | FileDepot

Home

FileDepot is a convenient and simple way to transfer files within Michigan State University or with colleagues outside the university. Please do not use FileDepot for the transfer of sensitive Institutional Data without first encrypting the files using these [guidelines](#). If you are transferring sensitive Institutional Data within the University you may use **FileDepot Internal**. Learn more about which data are considered sensitive at the [Securing Institutional Data](#) website.

If you are an MSU user, you may login here:

Login

Log in with your MSU credentials to avoid additional verification later in the process.

Anyone may perform the following activities:

Drop off

Drop off (*upload*) a file for an MSU user (**email verification required**) (Customers have reported problems using some versions of Google Chrome and Safari with dropoffs).

Pick up

Pick up (*download*) a file dropped off for you.



More Details

- If you are NOT a member of the MSU community, you can't log in to FileDepot, but you can still send files to people at Michigan State University if you know their email addresses. Start by clicking on the *Drop off File* button.
- If you are a member of the MSU community, and want to ask someone outside the university to send you a file, you can make the process easier by logging in and then clicking the *Request File Drop off* button. This means the person outside MSU doesn't need to verify who they are, making the process quicker on that end.
- Files are automatically deleted from FileDepot 14 days after you upload them.
- Further details about **FileDepot** and **FileDepot Internal**.

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<https://filedepot.msu.edu/>

<https://filedepot-internal.msu.edu/>

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Kuali Coeus Project

VPRGS FUNDING PROPOSAL PREPARATION COMPLIANCE COMMERCIALIZATION RESOURCES TRAINING UNITS

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About

Michigan State University is implementing an enterprise-level Research Administration software application, Kuali Coeus, to administer research proposals over various aspects of their entire life-cycle.

Kuali Coeus (<http://www.kuali.org/kc>) is an open-source software application developed by higher education institutions for higher education research administration. The application is web-based, scalable, and highly-configurable to attend to the specialized needs of research institutions.

The implementation of Kuali Coeus at MSU will include modules to administer Preaward, Award, and Compliance activities associated with research either proposed to or funded by external (non-MSU) sources. The Kuali Coeus instance at MSU will use the same middleware application, Kuali Rice, that is presently used by the Kuali Financial System to manage workflow, notifications, rules management, and identity management.

Kuali Coeus

Michigan State University is implementing an enterprise-level Research Administration software application, Kuali Coeus, to administer research proposals over various aspects of their entire life-cycle. The implementation of Kuali Coeus at MSU will include modules to administer Preaward, Award, and Compliance activities associated with research either proposed or funded by external (non-MSU) sources.

<http://kc.vprgs.msu.edu/about>

Remote Access

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SSL VPN

Welcome to the MSU SSL VPN Web Portal

Username

Password

Realm

SSL VPN Upgrade and Move to New Client

The MSU SSL VPN will be upgraded on August 6, 2015.

The upgrade allows us to improve and maintain this service, as well as add support for Windows 10.

Following this upgrade, Windows users will be prompted to install the new VPN client called Pulse Secure. Support for the legacy Network Connect client will be deprecated.

Mac OS X users should follow the [Quick Start Installation Guide](#) to install the Pulse Secure desktop client. This guide also provides installation instructions for Android, iOS, and Windows clients.

IT administrators can find instructions for downloading and testing the Pulse Secure client in the [SSL VPN Guide for IT Administrators](#).

If you need assistance or more information, please contact the MSU IT Service Desk at (517) 432-6200 or itservice@msu.edu.

<https://vpn.msu.edu/>

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Video Conferencing



<https://tech.msu.edu/conferencing/>

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MSU Campus Support Resources

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Data Services – MSU Library

Data Services assists researchers with data and statistical resources across the entire research lifecycle, as both consumers and producers of data.

To explore this resource, visit the Data Services home page:

<https://www.lib.msu.edu/about/data/>



Data Services

Find Data

- Data & Statistics Research Guides
- Data Analysis
- How to Find Data & Statistics

Related Services

- Research Data Management Guidance
- Digital Text Services

Data Services

Data Services assists researchers with data and statistical resources across the entire research lifecycle, as both consumers and producers of data.

Identify & Access Data and Statistics

- E-Resources and Research Guides
 - Commonly used [data and statistics E-Resources](#)
 - [How to find data and statistics](#): Librarian caliber search strategies
 - [Data and statistics by subject](#): Top sources for tracking down data
 - [Data analysis](#): Campus resources, statistical software manuals, and research methods literature

Create & Manage Your Data

- [Research Data Management Guidance](#)
 - Advising, training, and resources to help you plan for and implement a system of care for your research data in order to ensure a (re)usable resource.
 - [Consultation](#) on grant-funder mandated data management plans.
 - [Connection to campus resources](#) that facilitate the collection, organization, storage, sharing, and preservation of original MSU produced research data.

Information Technology Services



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[Home](#) > [Technology Guidelines and Policies](#) > MSU Institutional Data Policy

MSU Institutional Data Policy

Administrative Ruling, Office of the President

I. Purpose

Michigan State University needs to protect the security and integrity of its Institutional Data without hindering the effective and efficient use of those Data. To achieve this objective, the best efforts of every member of the University community are required. The purpose of this Policy is to establish minimum requirements for the appropriate stewardship of Institutional Data.

II. Applicability

This Policy applies to all members of the University community - faculty, staff, and students.

III. Definitions

Institutional Data

Institutional Data are all of the data and records held by the University, in any form or medium, for the administration, operation, or governance of the University or any unit of the University.

Confidential Data

Confidential Data means:

Institutional Data Policy Overview

- [I. Purpose](#)
- [II. Applicability](#)
- [III. Definitions](#)
- [IV. Responsible Use Requirements](#)
- [V. Legally Mandated or Authorized Release](#)
- [VI. Implementation](#)
- [VII. Violations](#)
- [VIII. Additional Resources](#)

- [Appendix I](#)
- [Appendix II](#)
- [Appendix III](#)

MSU responsibility

The MSU Institutional Data Policy applies to all university business and academic units and all MSU employees.

Unit administrators and

Institutional Data Policy

Michigan State University protects the security and integrity of its institutional data without hindering the effective and efficient use of those data.

The purpose of this policy is to establish minimum requirements for the appropriate stewardship of institutional data.

<https://tech.msu.edu/about/guidelines-policies/msu-institutional-data-policy/>

Research Integrity Officer

VPRGS FUNDING PROPOSAL PREPARATION COMPLIANCE COMMERCIALIZATION RESOURCES EDUCATION UNITS

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Authorship

Sample Agreement

Federal Agencies

Research Misconduct Procedures (PDF)

Research Data

Resources

Anonymous Allegations

Contact Us

Research Data

Research Data: Management, Control, and Access

Following are a set of "best practices," approved by the University Research Council in February 2001, developed to assure that research data are appropriately recorded, archived for a reasonable period of time, and available for review under the appropriate circumstances.

The University is accountable for the proper maintenance and availability of primary research data created or collected by university personnel. Sponsors of university research, federal and state oversight agencies, or journals and other colleagues in the field may need or be legally entitled to review primary research data well after publication or dissemination of results.


Researchers involved in group investigations have rights to access to data gathered by all members of the group.

Research Integrity Officer

The University is accountable for the proper maintenance and availability of primary research data created or collected by university personnel. Sponsors of university research, federal and state oversight agencies, or journals and other colleagues in the field may need or be legally entitled to review primary research data well after publication or dissemination of results.

<https://rio.msu.edu/research-data>

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MICHIGAN STATE UNIVERSITY
MSU Scholars

Home

By Concept
By Last Name
By Free Text

Welcome!

Welcome to MSU Scholars. This site highlights the publications of MSU's researchers, as reflected in Elsevier's Scopus database, and their grants, as reflected in MSU's Contracts and Grants database. MSU Scholars increases the visibility of faculty and academic staff to local, state, national, and international research and business communities. It can be used to search for expertise, identify research opportunities, and facilitate collaborations.

Help and FAQs

Click this link to find answers to FAQs about MSU Scholars

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SciVal Experts Community

DIRECT2Experts

Profiling Overview

Organizations

A Accounting and Information Systems African Studies Center Agricultural, Food, and Resource Economics Animal Science Art and Art History Asian Studies Center Associate Provost for Undergraduate Education Associate Vice President for Research	K Kellogg Biological Station L Land Policy Institute Large Animal Clinical Sciences Latin American Studies Center Lyman Briggs College
B Bailey Scholars Bio/Computational Evolution in Action Biochemistry and Molecular Biology Biological Science Program Biomedical Laboratory Diagnostics Program Biosystems and Agricultural Engineering	M Management Marketing Mathematics MBA Program Mechanical Engineering Medical Education Research and Development Medicine Microbiology and Molecular Genetics MSU AgBio Research MSU College Of Law MSU Extension Director's Office Museum
C Center for Advanced Microscopy Center for Ethics and Humanities in the Life Sciences Center for European, Russian and Eurasian Studies Center for European, Russian, and Eurasian Studies Center for Global Connections	N National Food Safety and Toxicology Center National Superconducting Cyclotron Laboratory Native American Institute Neurology and Ophthalmology

Recent Grants

- Matthew J Zwiernik**
Washington Ground Squirrel Monitoring at Naval Weapons Systems Training Facility Boardman, Morrow County, Oregon
12/31/2013 - 06/30/2018
Award Identifier: 134716
Sponsor: ARMY US CORPS OF ENGINEERS
- Mary K Hausbeck**
Diseases of upland and muck vegetable and transplants greenhouse ornamentals and their control.
12/31/2012 - 12/31/2099
Award Identifier: 129399
Sponsor: ALLEN K. YUST
- Joseph M Vargas**
Management of turf grass diseases.
12/31/2012 - 12/31/2099
Award Identifier: 129244
Sponsor: ENGAGE AGRO CORPORATION

Recent Publications

MSU Scholars

MSU Scholars is a directory of research expertise of experts in various disciplinary areas and enables collaboration.

To explore this resource, visit the MSU Scholars home page:

<http://scholars.opb.msu.edu/>

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Research Support Centers

Biomedical Research Informatics Core

The Biomedical Research Informatics Core offers affordable and scalable clinical research management systems, training and support to ensure successful implementation and technologies to meet individual project needs.

<http://ctsi.msu.edu/bric>

Center for Advanced Microscopy

The Center for Advanced Microscopy provides MSU researchers with formal graduate level instruction and 24/7 access to scanning electron microscopes, transmission electron microscopes, and confocal laser scanning microscopes.

<http://www.ceo.msu.edu/>

Center for Statistical Training and Consulting (CSTAT)

The Center for Statistical Training and Consulting supports research and provides training and consulting in statistics.

<http://cstat.msu.edu>

High Performance Computing Center (HPCC)

HPCC provides easy to use high performance computing platforms that are beyond the capabilities of any single department on campus, allowing faculty and students to focus their limited time and resources on their research rather than system administration.

HPCC systems enable larger, broader, and more complex computation than ever before. Work that could have taken months or years now can be done in hours or days.

<http://icer.msu.edu/hpcc>

Institute for Cyber-Enabled Research (iCER)

The iCER coordinates and supports multidisciplinary resources for computation and computational sciences, including the operation of the High Performance Computer Center.

<http://icer.msu.edu>

MATRIX

MATRIX uses technology to support humanities and social science research and teaching. MATRIX develops online educational and academic resources, partners with many entities to provide digital access to cultural resources, and much more.

<http://matrix.msu.edu>

Office for Survey Research

The Office for Survey Research produces rigorous survey data on pressing public policy issues to inform policy and decision makers and the general public.

<http://www.ippsr.msu.edu/OSR/Default.asp>

Remote Sensing and Geographic Information Systems

Remote Sensing and Geographic Information Systems (RS&GIS) is the point of contact for geospatial technology services at MSU. RS&GIS provides expertise in the areas of geographic information systems, remote sensing, global positioning systems, application development, cartography, and graphic design.

<http://www.rsgis.msu.edu/>

Research Technology Support Facility

The Research Technology Support Facility is a collection of analytical facilities that provide the fundamental tools for modern life research. These facilities include: bioinformatics, flow cytometry, genomics, imaging-IVS, mass spectrometry, and proteomics.

<http://rtsf.msu.edu/>

Writing in Digital Environments

The WIDE Research Center creates new knowledge about digital communications and promotes the transfer of this knowledge to school, workplace, and community contexts to promote learning, knowledge work, and citizenship.

<http://wide.msu.edu>

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Questions

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