STUDENT ORIENTATION:
FRIST NURSING INFORMATICS CENTER (FNIC)

Ryan McNew, MHI, CNE, Assistant Director, FNIC, Instructor of Educational Technology and Informatics

Tim Groves, Manager of Support, FNIC
Frist Nursing Informatics Center
(2nd Floor Frist)

Photo: VUSN FNIC
## Fall Computer Lab Hours

<table>
<thead>
<tr>
<th>Day</th>
<th>Hours</th>
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<tbody>
<tr>
<td>Monday – Thursday</td>
<td>TBD</td>
</tr>
<tr>
<td>Friday</td>
<td>TBD</td>
</tr>
<tr>
<td>Saturday &amp; Sunday</td>
<td>TBD</td>
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- **Mazo Freeman**
- **615-343-3950**
- **Mazo.Freeman@Vanderbilt.edu**
Lab Printing (VUPrint)

► 6 cents per page for black & white
► 25 cents for color

Message about your print job

Print job Microsoft Word - Document1 (0 Color Pages, 1 Black and White pages) has a total cost of $0.06.

Your current balance is $0.00.

This amount may be a combination of the value of your printing plan, plus any funds in your Commodore Cash account.

Click YES to print or NO to cancel.
Informatics

► Specialty that integrates nursing science, computer & information science, and cognitive science to manage, communicate, and expand data, information, knowledge, and wisdom in nursing practice

► Also a process

Photo: Joe Howell/VU
Wide Range of Technology Choices
Email and VUnet IDs

► Use your Vanderbilt email for all communications
► Use Outlook app
► Do not forward your Vanderbilt email to an external email account
► You may receive a second VUnet ID for Medical Center access to their electronic health record (will have corresponding email address)
DUO - Multifactor Authentication

- Must Enroll
- Install app on cell phone
Free Software for Vanderbilt Students

https://it.vanderbilt.edu/software-store/index.php
Network Connectivity

► Home Requirements
  - High Speed Internet Access
  - **Satellite service not recommended**
  - **Cellular networks (3G, 4G LTE, Hotspots, etc.) not recommended**

► Vanderbilt is an eduroam campus

► Wireless Configurations:
  To setup wifi
  Wifi.vanderbilt.edu

*Support Staff Scot Loerch, Antonio Allen (FH244) & Tim Groves (FH 265)*
Web Browsers

► Chrome
► Firefox
► Forget Internet Explorer exists

Photo: Getty Images
Zoom

► Zoom Pro
► Vanderbilt.zoom.us
► Full access to schedule mtgs
Tech Tools & Tech Knowledge Base
Support Services

Support Services Directory

Classroom Support
Area Code (615)

- Clay Sturgeon (343-3332; Cell: 491-2887)
- Greg Tipton (343-0158; Cell: 491-2843)
- Maze Freeman (343-9950)
- Ryan McNew (343-3046; Cell: 613-3143)
- Olivia Dorris (875-5634)

Support for VUSN Computers
Area Code (615)

- Scot Loerch (343-5623; Cell: 491-2547) (All)
- Tim Groves (875-9069; Cell: 752-9912) (All)
- Ryan McNew (343-3046; Cell: 613-3143) (All)
- Antonio Allen (343-2724; Cell: 250-5750) (All)
- John Norfleet (343-3403; Cell: 600-9983) (All)
Course Management

Tech Knowledge Base

- Brightspace
- Brightspace: Getting Started Checklist
- How to Set up Groups
- How to Create a Graded Discussion Forum and Topic
- How to Edit a Discussion Forum or Topic
- What is the Difference between a Discussion Topic and a Thread?
- How to Create a Discussion Thread
- How to Create and Register a Remote Proctor Exam

Tech Knowledge Base

- Getting Started
  - Research
  - Support / Services

RECENT ARTICLES
- VUSN Powerpoint Template
- How to combine files into a PDF
- Posting the " Bates Visual Guide to Physical Examination" URLs into Brightspace
- How to Log in to the Course Map Application
- How to Add Instructors to the Course Map

GET HELP
- Classroom Support
Medatrax (Clinical Data Tool)
Social Media – Be Responsible!

Best Practices for a Successful Social Media Presence

Tips Specifically for Facebook | Twitter | Instagram | YouTube | Wikipedia

Be respectful. Anything you post in your role as a Vanderbilt employee reflects on the institution. Be professional and respectful at all times on your social media site. Do not engage in arguments or extreme debates with naysayers on your site.

Be transparent. Make it clear that you are Tweeting, Facebooking, etc. in your role as a staff member for Vanderbilt. One of the great benefits of social media is that the individuals monitoring social media sites personalize large and complex institutions such as Vanderbilt. Use your own “voice.” Do not ghostwrite posts for supervisors.

Listen. Being a consumer of social media is essential to your ability to be a successful producer of social media content. “Listen” to online conversations on your preferred tools – be they blogs, Twitter, Facebook or anything else – to maintain a clear and current understanding of what is relevant and of interest to the community.

Be active. Social media presences require diligent care and feeding. If you do not have the time or resources to check in on these sites at least a few times each day, and to post fresh content several times a week, reconsider jumping in to social media at this time. Your site is only as interesting as your last post – if that post is several months old, visitors will consider it mothballed.

Photo: Pxabay.com
Technical Problem Solving

► Reboot\Restart your computer
► When did you first notice the problem?
► Check basics first: mistyped passwords
► What happens right before and after your attempt to do what you need to do?
► Has anything changed on your computer or with your personal information (i.e. did you recently change your name or install new software or updates?)
► Communicate the evidence clearly (i.e. provide the course and section number, the content area heading, your VUNetID, wording of any error messages)
► Photo/screen capture of error
Phishing

► Don’t trust the sender.
► Is the email written in proper English or poorly written?
► What is the email trying to get you to do?
► Hover over the URL BEFORE clicking!
► www.nursing.vanderbilt.edu
QUESTIONS?