MONTANATECH WEEKLY UPDATE

August 28, 2023

8/29: No Pilates

8/30: Club Rush (10:00 am-2:00 pm, Courtyard)

8/31: Copper Game vs Carroll (6:00 pm, Alumni Coliseum)

9/4: Labor Day holiday

9/7-8: DayOne

9/7: Advancing Tech Forum (3:00 pm, SSC)

9/11-16: Homecoming Week

9/11: Listening Session (3:00 pm, Copper Lounge)

9/12: New Employee Reception (3:30 pm, Chancellor's Residence)

9/14-15: Environmental Engineering Anniversary Celebration

9/14: Career Fair (8:00 am-2:30 pm, HPER)

9/15: Career Fair 2nd Day interviews

DAYONE

Montana Tech's 7th annual giving event DayOne will take place **Thursday, September 7 and Friday, September 8**. DayOne is a two day online giving event to raised funds for our students, departments, programs and initiatives at Montana Tech. DayOne 2023 kicks off at 6 am MST Thursday September 7th and will run through 11:59 pm MST Friday

September 8th. Find out more about DayOne 2023, and to sign up to be a DayOne Ambassador visit https://dayone.mtech.edu.

PROPOSED RENAMING LISTENING SESSION

Montana Tech is seeking comment from the public about changing the name of the university's School of Mines & Engineering to the Lance College of Mines & Engineering pending Montana Board of Regents' approval. The university will hold a listening session with the community to receive public comment on the renaming proposal on **September 11, 2023**, from 3:00 pm to 4:00 pm in the Student Union Building's Copper Lounge.

Comments can also be emailed to provost@mtech.edu before September 20 or mailed to the following: Montana Tech Provost Office, 1300 West Park Street, Butte, MT 59701.

REGISTER FOR THE CAREER FAIR

The 23rd Annual Career Fair is **September 14** starting at 8:00 am. Students should register today and check out the employers coming such as ConocoPhillips, NorthWestern Energy, and Nucor. Go to DiggerRecruiting-DR 2.0 using the SSO ID to sign-up for the event and all the other employer events on campus. Be sure to upload resumes early to ensure timely feedback in time for the career fair.

CAREER FAIR VOLUNTEERS NEEDED

Career Services is looking for volunteers for the Career Fair on **September 14 and 15** in the HPER. Please check out the Career Fair Volunteer Sign Up Sheet. Multiple people are needed for each time slot on Thursday and Friday.

ON-CAMPUS EMPLOYMENT

Do you need to hire student employees? Students are already starting to look for on-campus employment this fall. Make sure your jobs are in front of them in DR 2.0. Log in at https://mtech.12twenty.com/hire. If you are new to 12Twenty, create your account at: https://mtech.12twenty.com/Account/EmployerSignUp to post jobs for this coming semester/academic school year. If you need assistance, please email your job posting to postjobs@mtech.edu.

UPCOMING EMPLOYER EVENTS

Career Services is working with employers to help find students jobs. We have arranged for several to come to campus. Go to DiggerRecruiting-DR 2.0 using the SSO ID to sign in and register for any of the following upcoming events.

NorthWestern Energy Pre-Fair Information Session & Pizza: University Relations Center – 2nd floor, Poore Room - 9/13 - 6pm-7:30pm, Recommended Majors: Civil Engineering, Electrical Engineering, Mechanical Engineering

Convo and Coffee with ConocoPhillips: SUB - Big Butte/Highlands Room (212) - 9/18 - 7am-11am, Recommended Majors: Civil Engineering, Electrical Engineering, Mechanical Engineering, Petroleum Engineering

Benefis Health System Lunch & Learn: HSB 102 – 9/19 12pm-1pm, Recommended Majors: Nursing, Nursing Assistant – CNA

St. Luke's Info Session: SUB – Copper Lounge – 10/2 3pm-4pm, Recommended Majors: Nursing, Nursing Assistant - CNA, Pre-Nursing, Pre-Professional Health, Pre-Radiologic Technology, Radiologic Technology

Opta Group Info & Bites: SUB – Kelly / Steward (113AB) – 10/5 – 4:30pm-5:30pm, Recommended Majors: Chemistry, Engineering, Machining Technology, Materials Science Engineering, Metallurgical & Materials Engineering, Metallurgical / Mineral Processing, Metals Fabrication Technology, Welding Engineering

CLAYCO Info Session: SUB – Big Butte/Highlands (212) – 10/10 4:30pm-6pm, Recommended Majors: Civil Engineering, Civil Engineering Technology, Occupational Safety and Health

MANTRA HEALTH SERVICES FOR STUDENTS
Montana Tech is excited to announce we have expanded our partnership with digital mental health provider Mantra Health, bringing students a new suite of virtual mental health and wellness services. Mantra Health is on a mission to bring accessible, diverse, and high-quality mental health and wellness solutions to all young adults.

Services include:

· **Self-Care** – short, self-guided wellness courses
· **Emotional Wellness Coaching** – short-term, goal-oriented intervention
· **Therapy** - holistic, evidence-based care with a provider who understands the student experience
· **On-Demand Emotional Support** – in-the-moment support and problem solving
· **24/7 Crisis Support** – available via phone, text, or chat

As a campus partners, we hope you'll promote these services, understanding that student well-being has a direct correlation on student success. Share the Care Hub link directly with students or encourage them to download the Mantra Health app via Apple or Android, where they can create a free account. If you have any questions, please don't hesitate to reach out to Joe Cooper jcooper2@mtech.edu or Sarah North Wolfe snorthwolfe@mtech.edu

DISTRACTED DRIVING COURSE

Please consider taking the online Preventing Distracted Driving Course, which teaches state employees the definition of distracted driving and what behavior modifications we can implement to protect ourselves, our families, and our friends on the roadways. Register here.

IT HELP DESK TIPS

INFORMATION TECHNOLOGY GENERAL INFORMATION

- Campus Portal

    o Desktop version is found at https://my.mtech.edu
    o Mobile version – search for MyMtech on the Apple app store or the Google play store

- Security
    o Phishing messages are a big problem for everyone. To see the latest phishing attacks on campus safely, navigate directly to kb.mtech.edu or click the TECH SUPPORT link on MyMtech (mymtech.mtech.edu) Once there, choose the Maintenance & Alerts tab.
    o To learn how to avoid getting caught in the phishing trap and other security tips - please take the Information Security course found in your Learning block on MyMtech (my.mtech.edu).

- Maintenance
    o Our equipment is taken down routinely for security maintenance. Our maintenance window is between 3 am and 11 am every Sunday. While you may find some services up during this time frame - please be aware the service can be taken down any moment. The Maintenance & Alerts tab on kb.mtech.edu will also advise you of all planned outages that may occur outside this window.

- Information Technology Help

    Need help? Please try our knowledgebase at https://kb.mtech.edu. If you can't find what you are looking for, please submit a service ticket or call 406-496-4244

ENSURING EFFICIENT I.T. SUPPORT: PLEASE SUBMIT A TICKET FOR ASSISTANCE
In order for Information Technology to provide you with prompt and efficient service, we

kindly request that you submit a support ticket for any assistance you require. Our ticketing system is designed to forward your ticket to the appropriate person/team automatically. Using this system will ensure your need can be met, even if the person you normally work with is not available. You can submit a ticket by navigating to:

https://my.mtech.edu and clicking the Tech support icon (left) or https://kb.mtech.edu (IT Technical Support)

Tip: Sign in to the system before utilizing the search feature (next to the Sign In button). This will allow your search to find documents and services that are applicable to you!

By centralizing communication through the ticketing system, we can maintain accurate records of your inquiries and responses, ensuring a more organized and effective troubleshooting process. We understand the convenience of direct contact, but we believe that using the ticketing system will ultimately provide a better overall experience for you. Rest assured, your inquiries are important to us, and we are dedicated to resolving any concerns you may have. If you encounter any difficulties or have any questions about the ticketing process, please feel free to contact the I.T. Help Desk at 406-496-4244 and we will be more than happy to guide you through the steps, or facilitate your request for you.

LENOVO CAMPUS COMPUTING PROGRAM

Montana Technological University is proud to announce that we are now part of the Lenovo Campus Computing Program.

What is the Lenovo Campus Computing Program?
· Commercial-grade technology available to students, faculty, and staff
· Pre-built offerings which can be customized to meet your needs
· Custom-built offerings
· Stocked inventory in the US for quick shipping
· Amazing availability
· Aggressive pricing

See what is available now with the Lenovo Campus Computing Program!

MOVING YOUR OFFICE?

Federal law requires that each phone has an accurate location listed in the National 911 database. In order to help I.T. keep this information accurate, it is IMPORTANT that you contact Information Technology – <u>BEFORE</u> you move your phone or computer. Moving an office does take time, so scheduling with I.T. before you want to move will allow a seamless transition for you, as well as enable us to comply with the federal law. You can submit a ticket to schedule your move on our knowledgebase (kb.mtech.edu) and search for 'Move' or click this link.

PASSWORD RESET TOOL

Information Technology has launched a new **Password Reset Tool**. This tool will make it easier for you to reset your password or unlock your account as needed. If users do not sign-up for this tool, they will need to contact the IT Helpdesk any time their account is locked or they need to change their password. Please click here and follow the step-by-step instructions to get the Password Reset Tool. If you have problems, contact the IT Helpdesk at ithelpdesk@mtech.edu or 406-496-4244.

DUO (MULTI-FACTOR AUTHENTICATION)

In an effort to increase security on our campus, Information Technology will be implementing DUO (Multi-Factor Authentication) for your Montana Tech accounts on **SEPTEMBER 1, 2023.** At this time, DUO is only required for the systems that use Single-Sign-On (MyMtech, Banner Admin Pages, Etrieve, Moodle, Outlook Web Email etc.). Using a mobile device with the DUO Mobile (Duo Push) technology is by far the easiest. However, you can confirm your identity with a phone call to any phone, mobile, or landline. **If you cannot use your mobile device or phone for verification, please let Jennifer Simon know ASAP so she can obtain a security key for you.** For detail on how to setup/enroll in DUO you can visit our Technical Support Site here. If you've already signed up for DUO via the University of Montana, please let Jennifer Simon know. She will add an alias to your UM account and you will not need to re-enroll. If you have questions, please reach out to our IT Helpdesk at 406-496-4244.

HELP US KEEP YOUR CAMPUS COMPUTER SECURE

- Leave your computer on, allowing Windows Updates to download and automatically install.
- Reboot your computer once a week to ensure any updates or installs complete successfully.

Rebooting your campus computer weekly helps to clear out any temporary files, cache, and memory that may slow down your system. It can also fix some common issues such as frozen programs, network errors, or driver conflicts.

STUDENT SUCCESS WORKSHOPS RUNNING DURING FALL SEMESTER 2023

Do your advisees need help with things like using technology, navigating exams, taking notes, and giving presentations? Do your students want to learn how to craft professional emails, read actively, and avoid writing errors? If so, then Montana Tech can help. This fall, we're offering a series of free, hands-on workshops designed to help students build success skills for classes and beyond. The workshops start the first week of the semester, and

students don't need to sign up for them in advance. Here's a full workshop schedule. Please recommend the sessions to students.

Workshop	Facilitator(s)	Room	Date & Time
Making Effective Use of Campus and Course Resources	Sarah North Wolfe	SSC 3.149	Tuesday, August 22 5:00-6:15 p.m.
Using Montana Tech's Technology Tools	ACE Student Employees/MT Tech Colleagues	NRB 228	Thursday, August 24 5:00-6:15 p.m.
Using Microsoft Office Suite and Google Docs	ACE Student Employees/MT Tech Colleagues	NRB 228	Tuesday, August 29 5:00-6:15 p.m.
Recognizing and Practicing Academic Integrity	Dawn Atkinson	SSC 3.149	Thursday, August 31 5:00-6:15 p.m.
Listening to Lectures and Taking Notes	Sarah North Wolfe	SSC 3.149	Tuesday, September 5 5:00-6:15 p.m.
Recognizing the Relationship Between Reading and Academic Success; Using Active Reading Practices	Felicia Karas	SSC 3.149	Thursday, September 7 5:00-6:15 p.m.
Getting Organized, Managing Time, and Staying Focused	Sarah North Wolfe	SSC 3.149	Tuesday, September 12 5:00-6:15 p.m.
Crafting Professional Emails	Stacey Corbitt	NRB 228	Thursday, September 14 5:00-6:15 p.m.
Recognizing and Navigating Genres; Using Different Genres for Different Things	Stacey Corbitt	Library 1st Floor Teaching/Computer Lab Space	Tuesday, September 19 5:00-6:15 p.m.
Working from Assignment Prompt to a Researchable Topic	Felicia Karas	Library 1st Floor Teaching/Computer Lab Space	Thursday, September 21 5:00-6:15 p.m.
Evaluating Source Information	Felicia Karas	Library 1st Floor Teaching/Computer Lab Space	Tuesday, September 26 5:00-6:15 p.m.
Giving Presentations	Stacey Corbitt	NRB 228	Thursday, September 28 5:00-6:15 p.m.
Preparing for and Taking Exams	Dawn Atkinson	SSC 3.149	Wednesday, October 4 5:00-6:15 p.m.
Addressing Common Writing Errors: Part One	Dawn Atkinson	SSC 3.149	Thursday, October 5 5:00-6:15 p.m.
Addressing Common Writing Errors: Part Two	Dawn Atkinson	SSC 3.149	Wednesday, October 11 5:00-6:15 p.m.
Receiving and Using Feedback; Developing Resilience	Felicia Karas	SSC 3.149	Thursday, October 12 5:00-6:15 p.m.