



Quick Start Guide to Working Remotely

The ORA IT Wiki at <https://wiki.service.emory.edu/x/2ce0BQ> covers a number of IT related items. You will need your Emory NetID and password to access the links in this document.

If you are off-campus, Duo Security is leveraged.

- **Remote Work Tools and Resources**
<https://wiki.service.emory.edu/display/ORA/Remote+Work+Tools+and+Resources?src=contextnavpagetreemode>
- **Call Forward All Calls and Telephone information covering the Avaya phone system**
<https://wiki.service.emory.edu/display/ORA/Call+Forward+All+Calls+and+Telephone+information+covering+the+Avaya+phone+system?src=contextnavpagetreemode>
- **ServiceNow ticket submission guide**
<https://wiki.service.emory.edu/display/ORA/ServiceNow+ticket+submission+guide?src=contextnavpagetreemode>
- **Emory VPN Access**
<https://wiki.service.emory.edu/display/ORA/Emory+VPN+Access?src=contextnavpagetreemode>
- **Duo Security Two-Factor Authentication**
<https://wiki.service.emory.edu/display/ORA/Duo+Security+Two-Factor+Authentication?src=contextnavpagetreemode>
- **Zoom**
<https://wiki.service.emory.edu/display/ORA/Zoom?src=contextnavpagetreemode>
- **Emory Box**
<https://wiki.service.emory.edu/display/ORA/Emory+Box?src=contextnavpagetreemode>
- **Lucid Chart**
<https://wiki.service.emory.edu/display/ORA/Lucid+Chart?src=contextnavpagetreemode>
- **eCTS and eGTS access**
<https://wiki.service.emory.edu/display/ORA/eCTS+and+eGTS+access?src=contextnavpagetreemode>
- **ORA Huron Report/Query Request**
<https://wiki.service.emory.edu/pages/viewpage.action?pageId=131304239&src=contextnavpagetreemode>
- **OnBase Training Guides**

<https://wiki.service.emory.edu/display/ORA/OnBase+Training+Guides?src=contextnavpagetreemode>

Other items:

- **DocuSign**
<https://wiki.service.emory.edu/display/ORA/DocuSign?src=contextnavpagetreemode>
- **SCCM Software Center available software**
<https://wiki.service.emory.edu/display/ORA/SCCM+Software+Center+available+software?src=contextnavpagetreemode>
- **Helpful Hints – Software and General IT Help focused**
<https://wiki.service.emory.edu/display/ORA/Helpful+Hints+-+Software+and+General+IT+Help+focused?src=contextnavpagetreemode>
- **Helpful Hints – PC**
<https://wiki.service.emory.edu/display/ORA/Helpful+Hints+-+PC?src=contextnavpagetreemode>
- **Helpful Hints - Mac**
<https://wiki.service.emory.edu/display/ORA/Helpful+Hints+-+Mac?src=contextnavpagetreemode>
- **eIRB Service Desk Reference Guide**
<https://wiki.service.emory.edu/display/ORA/eIRB+Service+Desk+Reference+Guide?src=contextnavpagetreemode>
- **How to find your IP number – Windows**
<https://wiki.service.emory.edu/display/ORA/How+to+find+your+IP+number+-+Windows?src=contextnavpagetreemode>
- **How to locate your machine name**
<https://wiki.service.emory.edu/display/ORA/How+to+locate+your+machine+name?src=contextnavpagetreemode>
- **IT Procedures in ORA**
<https://wiki.service.emory.edu/display/ORA/IT+Procedures+in+ORA?src=contextnavpagetreemode>
- **Litera Installation directions**
<https://wiki.service.emory.edu/display/ORA/Litera+installation+direction?src=contextnavpagetreemode>
- **Chrome Remote Desktop**
<https://wiki.service.emory.edu/display/ORA/Chrome+Remote+Desktop?src=contextnavpagetreemode>
- **National Cyber Awareness System**
<https://wiki.service.emory.edu/display/ORA/National+Cyber+Awareness+System?src=contextnavpagetreemode>
- **Moving IT Equipment (LITS: Client Services)**
<https://wiki.service.emory.edu/pages/viewpage.action?pageId=102537654&src=contextnavpagetreemode>