

**What does the intranet do for me?**

Enables you to make real-time updates to sections of the CBA web site  
 Displays internal CBA events and news  
 Provides additional access to technology information

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| <p><b>Biographies:</b></p> <ul style="list-style-type: none"> <li>• Enables you to update your web site profile, including Education, Research interests, Teaching interests, and Awards.</li> <li>• Add or request a photo for placement on your webpage</li> <li>• Provides access to add documents and links, such as vitae, organization web sites, and related publications</li> <li>• Designate Expert Areas to be noted on the CBA web site for internal and external viewers and media</li> </ul> <p><b>Research Library:</b></p> <ul style="list-style-type: none"> <li>• Gives you access to add information to our Research Library of Books and Articles</li> </ul> <p><b>News/Events:</b></p> <ul style="list-style-type: none"> <li>• Post internal and public news and events</li> </ul> <p><b>Classifieds:</b></p> <ul style="list-style-type: none"> <li>• Post ads for items for sale/rent or use the ticket exchange (for personal or business use)</li> </ul> <p><b>Technology:</b></p> <ul style="list-style-type: none"> <li>• Provides setup information for Remote Access to your CBA computer</li> <li>• Easier-to-use service request forms</li> <li>• Review service requests that you have submitted</li> </ul> <p><b>Applications (these are requested custom applications):</b></p> <ul style="list-style-type: none"> <li>• Conference Registrations</li> <li>• Custom surveys</li> </ul> | <p><b>Biography Profile</b></p> <p><b>Research Library</b></p> <p><b>Classifieds</b></p> <p><b>News/Events</b></p> <p><b>Technology</b></p> <p><a href="#">Submit a Service Request</a></p> <p><a href="#">My Service Requests</a></p> <p><a href="#">Web Page Update Service Request</a></p> <p><a href="#">Access My Files Remotely</a></p> <p><a href="#">Equipment CheckOut</a></p> <p><a href="#">Move Equipment</a></p> <p><a href="#">New User</a></p> <p><a href="#">User Leaving</a></p> <p><a href="#">CBA Resource Reservations</a></p> <p><a href="#">ITS Notes Databases</a></p> <p><b>Applications</b></p> |
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## **User Types**

*Individuals* – Enables a user to update all of their own profile information and research library, as well as posting and seeing classified ads.

*Departmental* – Someone from each department is able to access all faculty profiles in their department to make changes. A departmental access level can also add events to the CBA calendar on the homepage.

**Login at:** [www.cba.unl.edu/](http://www.cba.unl.edu/)

If you do not know your password, follow the link to submit your e-mail address. You will be e-mailed with your assigned password. You can confirm your email address at <http://www.cba.unl.edu/facstaff.asp> to search your profile for the email address.

## **Support**

Contact the CBA Web Services Manager with any questions/problems with the CBA Intranet site or related applications.

Email: [astueckrath@unl.edu](mailto:astueckrath@unl.edu)

Phone: 402-472-3769

Service requests can also be submitted through the ITS Service Request form at:  
<http://www.cba.unl.edu/its/webforms/serviceRequest.asp>