

ePAF User Access

ePAF User Access

FSU Home → Faculty and Staff

PROUD
TO BE

Prospective Students

Current Students

Military Students

Faculty and Staff

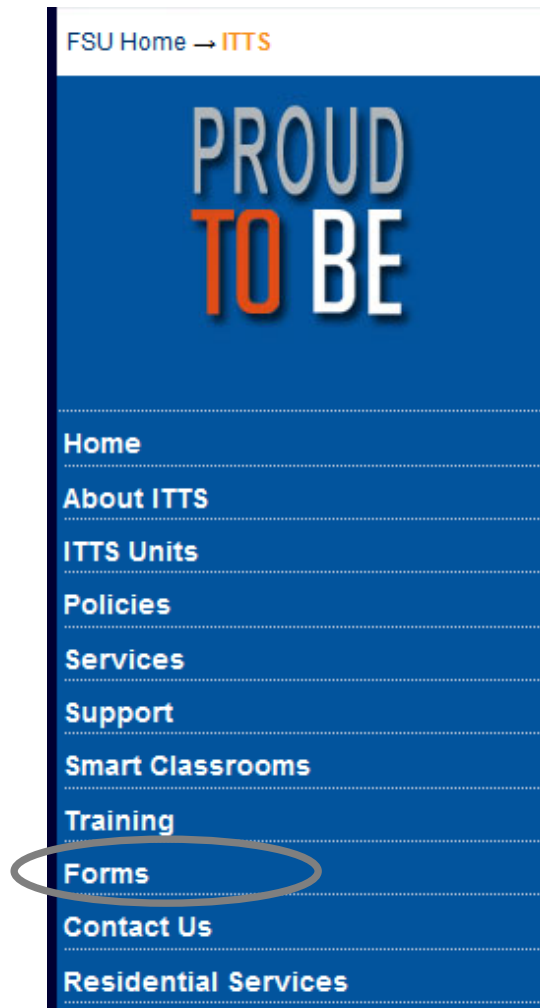
Friends and Guests

Alumni

Information Technology Resources

- Administrative/Network Account Request
- Citrix - FSU's Virtual Office
- E-mail Policy [PDF]
- ITTS
- ITTS Help Desk
- ITTS Training and Development
- Information Security Policy [PDF]
- Look Up Network/E-mail Account
- Online Service Request
- Password Management
- Phone and Voice Mail Instructions
- SkillSoft
- Software Downloads
- Software Request
- VPN - Virtual Private Network
- WebMail (Outlook)
- WI-FI Hotspots at FSU

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Fayetteville State University
Information Technology and Telecommunications Services

FSU Home → ITTS → **Forms**

Forms

Please verify that all information supplied on these forms are accurate. Providing incorrect information will delay the new users from accessing the requested systems.

Please read the [Information Security Policies](#) first!

- [Request for Network/Email Account](#) - This account gives users access to the network, e-mail, Blackboard, and more - please follow instructions below.
 1. New employee's department head submits the online form
 2. ITS contacts new employee for orientation and account information
- [Increase Print Quota](#)
- [Name Change Form \[MS Word\]](#)
- [Password Changes](#)
- [Request for Administrative User Accounts - Banner / WebFocus \[On campus only\]](#)
- [Request for Firewall Access \[MS Word\]](#)
- [Request for network/utility account \[On campus only\]](#)

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..... Quick Links

ePAF User Access



Banner User Account Request

[Home](#)

[FSU Home](#)

[Responsible Use](#)

University employees, students, and other affiliates are expected to utilize electronic resources for appropriate purposes, protect access to them, and control them appropriately. Learn more about the [University Policy on Information Security](#).

Introduction

This website allows faculty and staff members to request an account for Banner. It will also allow security managers to manage Banner account privileges and requests.

Internet Explorer Security Warning

If you get a Security Warning asking "Do you want to view only the web page content that was delivered securely?", click on No. To permanently turn off the warnings, follow the steps below:

1. Go to Tools -> Internet Options -> Security
2. Select the "Security" tab -> Click the "Custom Level" button
3. In the "Miscellaneous" section change "Display mixed content" to Enable.
4. Restart your browser

Log In

Enter Your FSU Network Account Information (the uncsfu\ is NOT needed):

Username:

Password:

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FSU Home

Information Security

Submitting this form indicates that you have reviewed and understand the Fayetteville State University Policy on Information Security and agree to adhere to all policies and statements within. >> [Review the policy.](#)

Note: The policy will open a new window.

Banner User Account Request Form

Welcome Tonya Williams!
Fields denoted by an asterisk (*) are required.

This is a two step process:

1. Enter your information, then submit.
2. Verify your information, then click on Complete Request.

Type of Request

Select Type*

User Information

First Name*: MI:

Last Name*:

Department:

Banner ID*:

Office Phone*:

Date of Request:

Banner Username*:

Effective Date*:

Choose your home department

Manager Information

Manager's Username*: **Do not enter yourself as manager. Please enter your supervisor.**

• [Log Out](#)

ePAF User Access

Select Banner Access

- Admissions
 - Alumni / Advancement
 - Finance Campus Users
 - Finance for Business Office
 - Financial Aid
 - Human Resources / Payroll
 - ITTS
 - Registrar
 - Student Affairs
-

ePAF User Access

Human Resources / Payroll

- AppXtender
- Department Budget Managers
- Employee Relations Manager
- ePAF Administration
- Financial Aid Work Study
- Institutional Research
- Payroll Accounting Reconcile
- Payroll Process
- Payroll Supervisor
- Personnel Benefits
- Personnel Maintenance
- Personnel Query
- Position Management
- Self Service Reporting - HR
- Super User
- UC4 - Formerly AppWork
- WebFocus Access

Jump or scroll to bottom of page to **complete your request**. You will then have the option to add additional information for specific security classes.

Then, scroll down to bottom of page

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Complete Request - Check appropriate box

Complete Request

Proceed to Add Specific Security Classes

>> Complete Request

- Return to Form
- Log Out

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Banner User Account Request Form - Confirmation

Thank you, Tonya Williams! The following information was successfully submitted.

Type of Request

Type: Update

User Information

First Name: TONYA MI: D
Last Name: WILLIAMS
Department: Human Resources
Banner ID: 830018749
Office Phone: 9106727835
Date of Request: 05/27/2014
Banner Username: tdwilliams
Effective Date: 05/27/2014

Manager Information

Manager's Username: bsimmon6

Banner Access

Human Resources / Payroll: EPAF Administration

Complete Request

Select Department: Human Resources / Payroll

Specific Security Class

Please give access to Production and ALL test environments.

Complete Request

Add Another Specific Security Class

>> Submit

- [Return to Form](#)
- [Log Out](#)

Review information