

SETTING UP YOUR IT AT UCT

Are you a new staff member at UCT?
Follow these essential steps and tips to get up and running quickly.



Stay connected

Access the eduroam wireless network effortlessly, ensuring a seamless and uninterrupted internet connection for your devices. Stay connected on the UCT VPN, no matter where you work.



Communicate and collaborate efficiently

Download **Microsoft Teams**, a collaboration tool used by UCT. Teams allows you and your colleagues to collaborate on documents, send instant messages, and hold online meetings or video conferences efficiently.



Download and setup useful software

Access a range of useful software, including **Microsoft 365**, **Trellix antivirus**, **Adobe Acrobat**, and more from the Downloads page on the ICTS website. Software availability is based on licensing conditions, with site-licensed, proprietary, and free options.



Stay in the loop

Follow and like ICTS on social media to get the latest updates, tips, and news related to ICT services.



Timely notifications

Sign up for the announcements mailing list. Receive important updates and notifications directly in your inbox. Stay up to date with the latest ICT developments and changes.



Prompt support

Need assistance? Log an online call at <https://uct.service-now.com/sp> or visit the Front Office. Get prompt support and guidance for any ICT issues you may encounter. ICTS is there to help you make the most of your UCT experience.

For more detailed guidelines and steps to setting up each feature please visit uct.ac.za and search for **Setting up your IT at UCT: staff**



Information and Communication
Technology Services