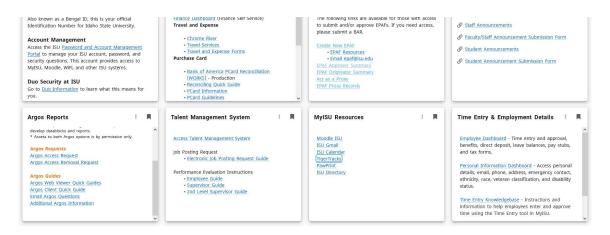
# Steps to become a Requester

Complete FERPA training first

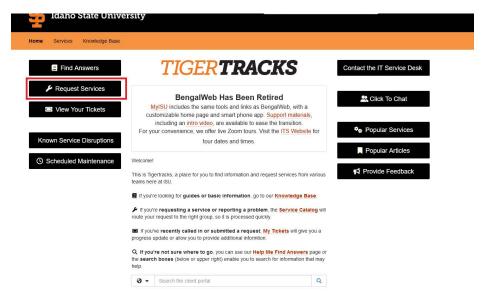
If needed complete Banner training

Request access through Tiger Tracks. Log in to MY ISU.

## Click on Access Tiger Tracks



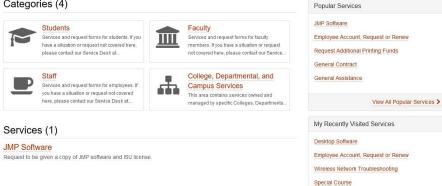
2.Click on Request Services.



## 3. Select Staff

### Service Catalog

### Categories (4)



## 4. Select Access.

## Categories (9)



### Access

Services and request forms to access computers, servers, and records, as well as to gain further permissions in online...



### Computer Labs

Services and request forms for problems and permissions with ISU's computer labs.



### Courses

Services and request forms for problems and permissions for coursework and classes.



### **Electronics Repair**

Services and request forms for problems with computers and other electronics.



### Internet

Services and request forms for problems and permissions with websites, internet, and networks.



Services and request forms for problems and permissions for parking.



### Print

Services and request forms for problems and permissions with printers and copiers.



### Software

Services and request forms for problems and permissions for software which you currently have access to.



### Telephone and Mail

Services and request forms for problems and permissions with telephones and mail.

## 5. Select Employee Account, Request or Renew

## Categories (1)



## Services (7)

### Employee Account, Request or Renew

Request account services for a student employee, affiliate/adjunct faculty, temporary, or retired employee.

## Access Video Classroom Recording

Faculty can have access to the recordings from their Distance Learning Classrooms and Post them into their Moodle ISU Course.

### Can't Log into Account

6. Click Request access and complete the form.

