

College of Social Sciences and Public Policy New Logins

It will require some work on staff part the first year, but it should be a simple excel file they can keep and update beyond that. This will help us clean up the mess that is our current login setups. Our current estimate is we have 200-400 accounts that shouldn't exist and are security threats.

Effective Jan 1, 2019 Only department or designated manager may request a new COSSPP login. Departments may designate two people other than office manager as authorized to request new logins. Tickets not created through these channels will be closed and the person will be told to contact the department manager.

By January 14, 2019 All departments will make an excel sheet with the name and official FSU email (note: only fsu.edu or my.fsu.edu will be accepted per university regulations) of every faculty, staff and student that requires a COSSPP domain account. This procedure will be done again by the second Tuesday of each new semester.

The authorized requestors will send an excel sheet by the start of the second week of the semester. This does not need to be the full sheet. It could just be additions. However, sending an updated full sheet will work as well. Summer C will count as its own semester.

Single requests outside of the windows can be done by an authorized requestor opening a ticket and supplying name and FSU email. No requests for logins will be accepted from a non-authorized person for security reasons. Starting Fall 2019, any person not listed on the submitted lists will have their logins deactivated.

Any deactivated logins will be deleted at the start of the following Spring 2020 semester. Please include any staff on leave who will return/and or sabbatical on the list in order to avoid accidental deletions. Note: FSU email is important as all communications to the users about new logins will only be sent to FSU email accounts.

You can submit support tickets at: <https://coss.fsu.edu/support>