



TEXAS TECH UNIVERSITY
Operations Division™

New Employee
Access Form

Name of new employee:

Department:

eRaider name:

R-Number:

Will your employee require access to
your sections departmental drives?

Yes No

Will your employee require access to
other departmental drives?

Yes No

Manager of new employee

Employee with comparable access:

Required drives:

- | | |
|------------------------------------|-----------------------------------|
| Operations_AVP | Operations_AVP_Admin |
| Operations_BMC | Operations_Business_Services |
| Operations_Business_Services_Admin | Operations_Drawings |
| Operations_ElectricShop | Operations_ElevatorLogs |
| Operations_Eng_Mngmt | Operations_Eng_Services |
| Operations_Eng_Services_Admin | Operations_EngSvcConstReview |
| Operations_FacAudit | Operations_Fleet_Management |
| Operations_Grounds | Operations_Grounds_Admin |
| Operations_ODPA | Operations_P&T |
| Operations_Projects | Operations_RRS |
| Operations_RRSConfirmations | Operations_Saftey |
| Operations_Services | Operations_Services_Admin |
| Operations_SignShop | Operations_Uilities |
| Operations_Uilities_Admin | Operations_Uilities_Cost_Analysis |
| Opsdivdrawings | Personal |
| Procurement | SAC |
| TCP | TMPPComm |

Required Programs:

Virtual Information Portal
Human Resource Management System
Report Portal
Facilities Inventory Core
ODPA VIP
Ops Div Business Services
Ops Div KMS

TechSID
WebTMA
Campus Condition Index
Facilities Inventory Mobile
Operations EMIS
Ops Div CSC
MIP

Shortcuts needed:

Other information needed:
