



Administrative Information Systems Request for Access to ➤ Entire Connection

Admin ID:
(to be supplied by CAP)

**** Use this form to be able to install Entire Connection and/or to access an Entire Connection-based application. Note that this application is only available to Windows users. ****

SECTION 1: Identification of User

Name:	Phone No.:
BRU-ID No.: <i>(9 digit from Brown Card)</i>	Box No.:
Status: <input type="checkbox"/> Staff <input type="checkbox"/> Misc. <input type="checkbox"/> Other <i>(If 'Other', indicate affiliation with Brown, such as 'Contractor')</i>	Expiration Date: <i>(If 'Misc or Other' is checked - M / D / YYYY)</i>
Department Name:	Department No.:
Username:	Do you check e-mail often?

SECTION 2: General Information

Please indicate the basis of this request for access to ENTIRE CONNECTION by briefly stating what tasks you will need to perform.

SECTION 3: Entire Connection Access

- CREATE** new access to Entire Connection Software
- FRP data (purchase requisition system)
 - Other, please specify:

Authorized Signature: _____
(Based on Entire Connection data. If FRP data, Controller's Office. Contact the CAP if unsure.)

- DELETE** existing access to Entire Connection

Note that anyone accessing Brown's administrative systems is subject to all rights and responsibilities as outlined in CIS's "Acceptable Use Policy" for computing located at <http://www.brown.edu/cis/policy/aup.html>, which includes the following guidelines: "You may use only the computers, computer accounts, and computer files for which you have authorization. You may not use another individual's account, or attempt to capture or guess other users' passwords."

(continues on next page)

SECTION 4: Other Required Signatures

User Signature: _____	Date: _____
Supervisor's Signature: _____	Date: _____
Controller's Signature: _____	Date: _____
Acctg. Auth. Signature: _____	Date: _____
<i>Controller's Office</i>	

For official use only:

ADMIN ID: _____			
<i>Type of Set Up</i>	<i>Initials</i>	<i>Date</i>	<i>Notes / Comments:</i>
Novell Admin Server Set up completed by: <i>(if first time user)</i>			
Entire Connection Set up completed by:			
CAP - FRP Access / screen added:			
CAP - All work completed:			