Using TEAMS and ZOOM in NPS Classrooms

Click for info on:

- **SAKAI**
- **ZOOM**
- **TEAMS**

**CLE Tool Status Information**

**Rules for Test-Taking in Sakai**

1. Only have ONE browser tab, the Sakai test, open in one browser at a time. If you need to have another internet window open for reference, use another browser. In other words, if you’re taking the test in Chrome, have your reference page open in Firefox or Edge.
2. Sakai automatically logs you out after 60 minutes of inactivity, and it doesn’t count test entries as activity, so save your work often!
3. It’s not a good idea to let the timer submit for you, if your test is timed. We have seen a rise in problems that result from this.
4. For essay questions, it’s a good idea to write your questions out in Word or NotePad and copy/paste into the test text box.

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**Sakai - Check out the new layout!**

The Naval Postgraduate School Collaborative Learning Environment (CLE) is an interactive portal designed to support the learning and research activities of the Naval Postgraduate School and its strategic partners.

Sakai can be accessed at [https://cle.nps.edu](https://cle.nps.edu) with your NPS credentials.

- [Sakai Community Wiki](https://cle.nps.edu)

**Zoom for Government - Check out the new layout!**

Zoom is a cloud video conferencing tool that works from either an installed client or from within your browser. It is another web conferencing tool we are adding to enhance teaching and learning at NPS.

By default, students and guests do not need a Zoom account, but instructors will need to have an NPS-associated account set up to create and administer Zoom meetings. If you would like a Zoom account, please contact the CLE helpdesk at clehelp@nps.edu. For more information, please call the CLE helpdesk at 831-656-2020.

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**Zoom Security Best Practices**

Discussing Controlled Unclassified Information (CUI) such as FOUO, PII, PHI, etc. is not allowed in Zoom. Follow required and recommended [Zoom for Government (ZfG) Security Best Practices](https://cle.nps.edu).
Teams - Check out the new layout!

Microsoft Teams is a messaging platform for your class, group, team, or department. It provides a workspace for real-time collaborations and communication, meetings, file and app sharing, and even the occasional animated gif! All in one place, all in the open, all accessible to everyone.

Microsoft Teams Page

Use of CUI on Microsoft Teams - From NPS Cybersecurity Director

The Naval Postgraduate School (NPS) CIO as the Authorizing Official (AO) for the nps.edu network, a waiver to process, store, and protect CUI data, e.g., FOUO and Personally Identifiable Information, in Office 365 for Education Level 5 (O 365/A5) is authorized.

Appropriately configured multi-tenant public cloud service offerings (CSOs) protect Controlled Unclassified Information (CUI) data to at least the same extent as Impact Level 4 (IL4) accredited CSOs, as prescribed by reference (b).

Document (CIO Memorandum): Waiver for processing, storing, and protecting controlled unclassified information in Microsoft Office 365 for education.

Teams / SharePoint / OneDrive (Cloud side) are part of M365.

CLE Blog

Blog Posts

Blog: TEAMS TRAINING AVAILABLE created by Fertig, April (Contractor, Creek Technologies) Sakai CLE & Collaborate May 19, 2021

Blog: Faculty and Staff: Do you have old Sakai sites we can delete? created by Fertig, April (Contractor, Creek Technologies) Sakai CLE & Collaborate May 12, 2021

Blog: Sakai Upgrade June 23! created by Fertig, April (Contractor, Creek Technologies) Sakai CLE & Collaborate May 05, 2021

Blog: Do You Need to Change your Zoom for Government Password? created by Fertig, April (Contractor, Creek Technologies) Sakai CLE & Collaborate Apr 27, 2021

Blog: For Instructors - Why I Recommend Saving to the ZfG Cloud created by Fertig, April (Contractor, Creek Technologies) Sakai CLE & Collaborate Apr 07, 2021

Blog: Did Spring Quarter Sneak Up On You? created by Fertig, April (Contractor, Creek Technologies) Sakai CLE & Collaborate Mar 24, 2021

Blog: Best Practices for Taking Tests in Sakai created by Fertig, April (Contractor, Creek Technologies)
More Tech Help!

- Technology Assistance Center main page
- NPS Password
- SharePoint
- TAC Self-Help Wiki
- Training
- Webmail

Popular Questions
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