

# Welcome to Weill Cornell Medicine

Once appointed as a voluntary faculty member at WCM, you will be given a Center-Wide ID (CWID, pronounced "seaweed") as part of your onboarding. Your CWID and password is used to log into systems and applications at both WCM and NYP.

Visit [identity.weill.cornell.edu](https://identity.weill.cornell.edu) to activate your CWID; access to the personal email address on file with Faculty Affairs is required to activate your account.

## Training & Compliance

Please complete our required HIPAA training ([its.weill.cornell.edu/hipaa](https://its.weill.cornell.edu/hipaa)) and High-Risk Data Attestation ([attest.weill.cornell.edu](https://attest.weill.cornell.edu)) within 45 days of your appointment. Recertification is periodically required as warranted by institutional policy.

All WCM staff are expected to comply with the Individual Responsibilities section in **ITS Policy 11.15 - Password Policy & Guidelines**. These include, but are not limited to: not sharing passwords with anyone (not even tech support) or writing them down, using strong passphrases that meet policy requirements, and never allowing others to use a computer or session where someone else may use their account, knowingly or unknowingly.

## About Us

The Information Technologies & Services (ITS) department provides comprehensive IT infrastructure and service to support education, research, and clinical care.

Please contact us for IT assistance:

### Online Support

[myhelpdesk.med.cornell.edu](https://myhelpdesk.med.cornell.edu)  
*Send tickets & questions 24/7*

### Phone Support

212-746-4878 (212-746-GURU)  
*Monday-Friday from 7 am - 7 pm*

### Walk-In Support

SMARTDesk@1300  
1300 York Avenue  
*Mon-Fri from 9 am - 6 pm*  
*Saturdays from 10 am - 6 pm*  
*Sundays from 12 pm - 8 pm*

SMARTDesk@575

575 Lexington Avenue, 3rd Floor  
*Mon-Fri from 9 am - 5 pm*

### Website

[its.weill.cornell.edu](https://its.weill.cornell.edu)

### NYP Support

212-746-4357 or 6HELP  
[servicedesk@nyp.org](mailto:servicedesk@nyp.org)  
[ita.nyp.org](https://ita.nyp.org)



**Weill Cornell  
Medicine**  
Information Technologies  
& Services



## IT Services for Voluntary Faculty

A guide to IT services for  
teaching and administration

[its.weill.cornell.edu/faculty](https://its.weill.cornell.edu/faculty)

# Useful Links

## Security, Identity & Access

### WCM Directory

- [directory.weill.cornell.edu](http://directory.weill.cornell.edu)

### Professional Headshots for Profiles

- [its.weill.cornell.edu/photography](http://its.weill.cornell.edu/photography)

### myApps Remote Access (requires Duo)

- [myapps.weill.cornell.edu](http://myapps.weill.cornell.edu)

### Duo Multi-Factor Authentication

- [duo.weill.cornell.edu](http://duo.weill.cornell.edu)

## Software Licensing

### Scientific Software Hub\*

- [softwarehub.weill.cornell.edu](http://softwarehub.weill.cornell.edu)

## Major Portals

### WCM Central

- [wcmcentral.weill.cornell.edu](http://wcmcentral.weill.cornell.edu)

### Weill Business Gateway

- [wbg.weill.cornell.edu](http://wbg.weill.cornell.edu)

### Weill Research Gateway

- [wrg.weill.cornell.edu](http://wrg.weill.cornell.edu)

### WCM Events Calendar

- [events.weill.cornell.edu](http://events.weill.cornell.edu)

## Teaching & Presentations

### Instructional Design Resources

- [its.weill.cornell.edu/tilt](http://its.weill.cornell.edu/tilt)

### Brand Center Templates

- [brand.weill.cornell.edu](http://brand.weill.cornell.edu)

### Poll Everywhere Audience Response System

- [polleverywhere.com](http://polleverywhere.com)

### WCM Here! Event Check-In App

- [its.weill.cornell.edu/wcmhere](http://its.weill.cornell.edu/wcmhere)

\*Software requiring a chargeback for licensing costs may only be paid via departmental funds; please contact your Departmental or Divisional Administrator to coordinate payment. Voluntary faculty are typically not eligible for other non-scientific software licensed for use by WCM faculty and staff.



## Important Tools

### Email & Office 365

- **Email:** Office 365 access needs to be activated by your Department or Division Administrator. Once activated, visit [O365.weill.cornell.edu](http://O365.weill.cornell.edu). Communication with patients should not be through email, but you can secure messages to non-Cornell addresses by entering **#encrypt** in the subject line.
- **Microsoft Office:** Download the full suite of Office applications by logging into your O365 account and selecting the **Install Office** button on your dashboard.
- **Mobile Device Support:** Bring your iOS or Android device and WCM ID card to the SMARTDesk to access WCM email on your phone. However, this only enables email and does not include access to the WCMC Wi-Fi network, which requires enrollment in MobileIron and compliance with institutional device policies, such as device encryption and passcode requirements.

### Teaching & Education Tech

- **Jenzabar & Canvas:** These are WCM's systems to facilitate medical and graduate education courses. For undergraduate medical education courses, the Registrar will send you a survey to enable access. For graduate education, the Registrar and Graduate School will grant access and connect you to the appropriate courses.

### Clinical

- **Epic:** Read-only access is available; broader access is provided on a case-by-case basis. Contact your Department Administrator for access.

### Faculty Profiles

- **weillcornell.org:** Your profile is available on WCM's unified patient care website, which is located via name search and a specific directory of voluntary faculty, but not included in specialty search or Clinical Services listings. Profiles are generated from faculty appointment data and can only be modified with help from Faculty Affairs at 646-962-8770.
- **VIVO:** Your researcher networking profile is at [vivo.weill.cornell.edu](http://vivo.weill.cornell.edu). VIVO profiles detail faculty rank, publications, and educational background. Voluntary research profiles are generated from faculty appointment data and may be edited in VIVO.

### Library Services

- **Journals & Databases:** Access library resources from off-campus via EZProxy at [library.weill.cornell.edu](http://library.weill.cornell.edu). Limited to voluntary faculty only; non-faculty in your practice will not receive access.
- **Interlibrary Loan:** Request items via Iliad; more info at [library.weill.cornell.edu](http://library.weill.cornell.edu).
- **Mobile Apps:** Access free clinical and research apps at [library.weill.cornell.edu](http://library.weill.cornell.edu).