

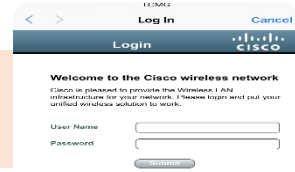


جامعة الأمير مقرن بن عبد العزيز
Prince Mugerin University

Electronic Services Summary

For Staff

❖ Wi-Fi Service



Wi-Fi service will allow you to use the internet in your device. The Wi-Fi is secure and some services are disabled for the sake of security. If you want to connect to our Wi-Fi, you can choose **(TCMG)** network from the list of networks on your device. Then you will have to login using your domain account and password.

❖ Albayan Colleges Website

www.bnc.edu.sa



The website contains basic information about the college and its departments. It contains also all the electronic services that ICT Department provides.

❖ The Help Desk System



<https://hd.bnc.edu.sa>

From this system, you can raise any IT related issues and request. No requests will be accepted unless it raised through this system. This system Helps to resolve technical issues faster and allow IT departments to work more efficiently and make sure that incidents are ticketed, tracked, prioritized and resolved in time.

❖ Email and Office 365 Services

www.outlook.office.com



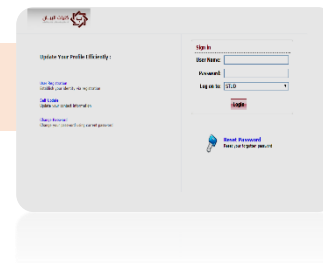
From this link, you can access your email account and manage your emails and contacts.

Also, you can access all the Office 365 services such as One drive, Forms, Word, Excel, PowerPoint, and Yammer. All these services will help you to manage your tasks and daily works.

You will be able to install Microsoft office 365 into 4 machines and tablets (PC and Mac).

❖ Self-Services

<https://ads.bnc.edu.sa>



This service will allow you to update your personal information, update your password for all the systems, and reset your password in case of forgotten. **(Be Attention that you have to update your information and change your default password in self-services system ASAP to keep your account up to date).**

❖ Student Information System

<https://sis.bnc.edu.sa>



This system provides all the academic services for the students such as Schedules, Transcripts, and academic plans, etc. This system is also very important for the lecturers to record the student's grades.

❖ Contact Information ...

Boys Campus ...

King Khalid Rd, Medina 42241
Main building, ground floor C208 –
C209

Abdulwahed Khan	Director of ICT	ict.director@bnc.edu.sa	1064
Jamal Mohammed	Data Center Supervisor	j.mohammed@bnc.edu.sa	1029
Ahmed Abbas	Customer Services Supervisor	a.abbas@bnc.edu.sa	1011
Shahid Mahmood	System Application Supervisor	s.mehmood@bnc.edu.sa	1050
Yassin Awad	Communication and Network Supervisor	y.awad@bnc.edu.sa	1008

Girls Campus ...

Ali Ibn Abi Talib Rd, Medina 42381
Main building, ground floor, Office
C142-5

Reem Khashoggi	ICT Girls Campus Supervisor	r.khashoggi@bnc.edu.sa	3050
Suad Alqashqari	Supervisor Assistant	s.alqashqari@bnc.edu.sa	3023