

New Faculty – Helpful Information

HawkID

Activate your HawkID and set the password by telling the system you “forgot” the password, and to set use the combination of your HawkID, UI ID#, and your birth date to get through this process. <https://hawkid.uiowa.edu/>

Two-Step Login with DUO Security

This step is needed prior to access into any other UI Employee Self Service and other UI sites. Please follow the steps on the left side of the page under “enroll devices and activate applications”. <https://its.uiowa.edu/duo>

Employee Self-Service

Once you’ve completed setup of your HawkID and two-step login you can access the UI Self-Service site to add your direct deposit bank account and complete Federal and State W4s.

https://login.uiowa.edu/uip/auth.page?type=web_server&client_id=hris&redirect_uri=https://hris.uiowa.edu/portal18/auth/login.php&response_type=code&scope=workflow.api.hris

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University ID card

When you visit campus, you can obtain a UI ID card. <https://idcard.uiowa.edu/iowa-one-card/get-iowa-one-card>

Campus Locations: <https://idcard.uiowa.edu/office-locations>

ICON Access

ICON is the central course management system at the University. You will need to be entered as the instructor for a course before you will be able to access the course in ICON. <https://icon.uiowa.edu>

Office of Teaching and Learning – training opportunities

<https://teach.its.uiowa.edu/events/upcoming>

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MAUI

MAUI is a system used by the University of Iowa to record, classify, and retrieve student and course data. Course grades can be submitted in this program.

<https://help.maui.uiowa.edu/>

FERPA Training

If you are accessing student records (e.g. entering grades) you are required to complete FERPA training prior to the first semester that you teach.

<https://registrar.uiowa.edu/faculty-and-staff-ferpa-training>

Points of Contact

Departmental HR contacts

<https://www.public-health.uiowa.edu/contact-human-resources/>

ICON Access and Classroom Technology Assistance

Ray Bennett: <https://www.public-health.uiowa.edu/people/ray-bennett/>

<https://www.public-health.uiowa.edu/ed-tech-faculty/>

IT Assistance

<https://www.public-health.uiowa.edu/it/>