

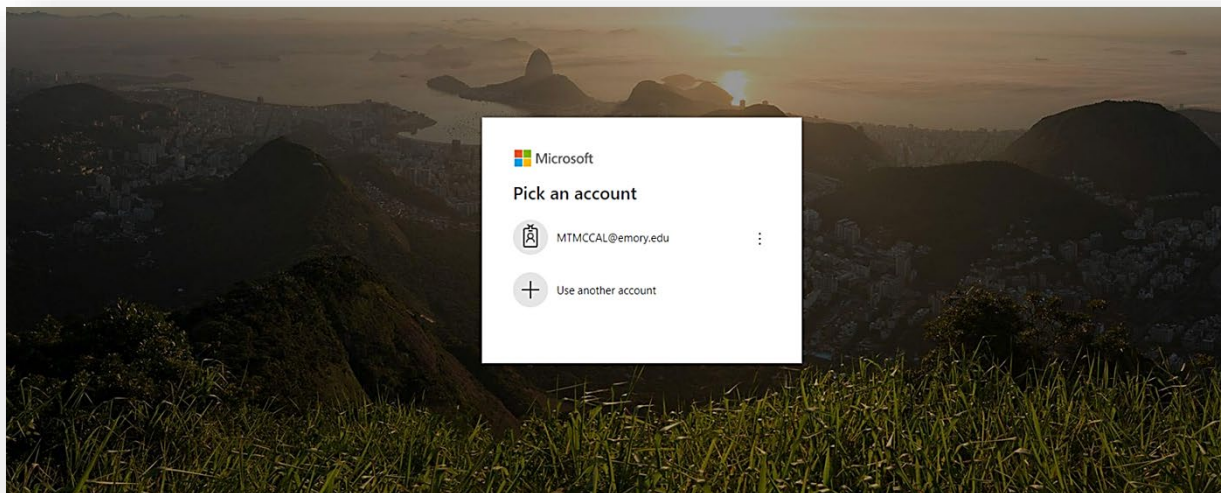
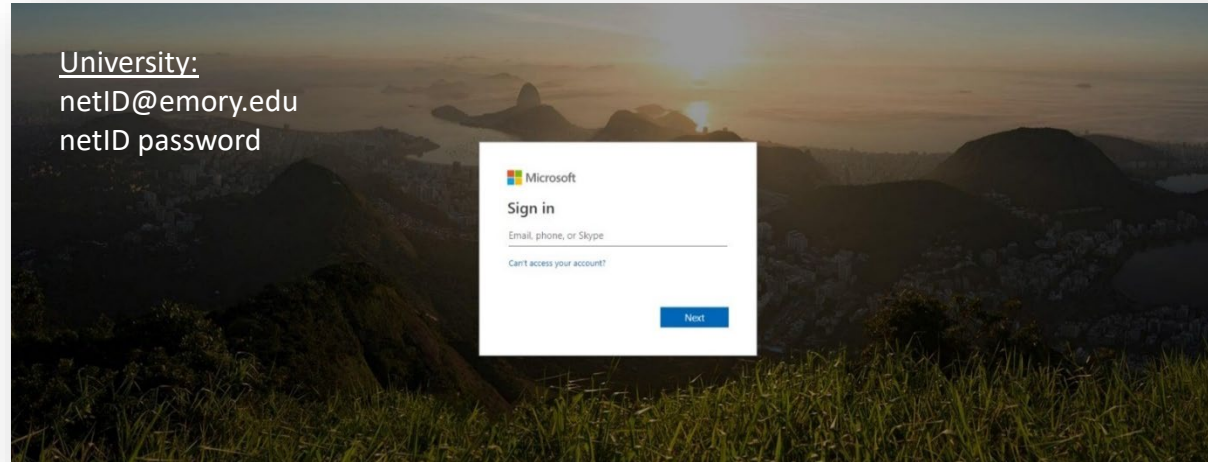
WINSHIP INTRANET LOGIN GUIDE

LOGIN INTO THE NEW WINSHIP INTRANET

Winship Intranet Login Guide for SharePoint

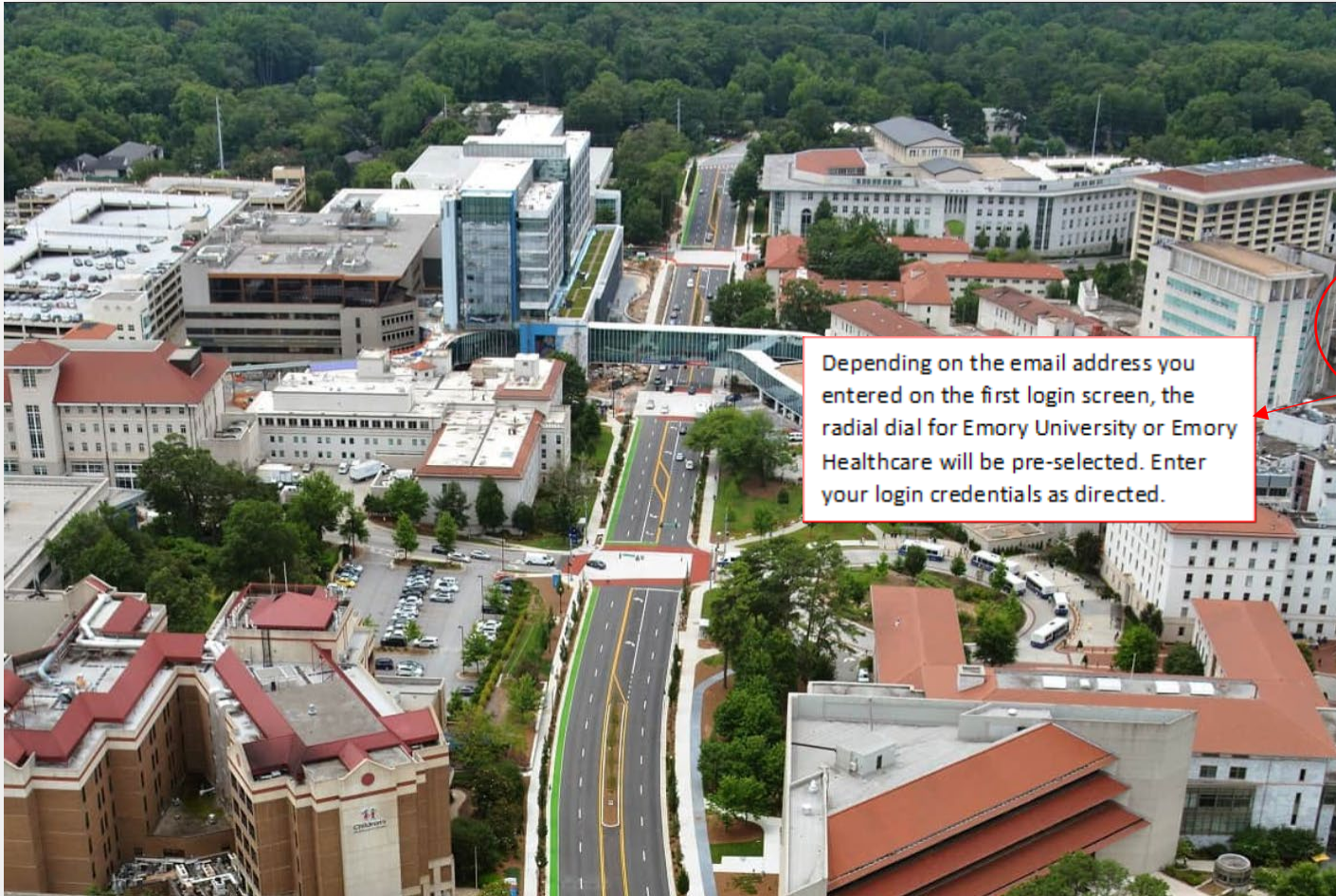
Enter Link: <https://emory.sharepoint.com/sites/winship/SitePages/Home.aspx>

University Employees



After entering the information above, Microsoft will prompt you to save your login credentials. If you choose to, the next time you login, you will be able to click your pre-entered email address to get to the Emory Login Screen.

Winship Intranet Login Guide for SharePoint



Depending on the email address you entered on the first login screen, the radial dial for Emory University or Emory Healthcare will be pre-selected. Enter your login credentials as directed.

Emory Primary Email Address:

- Emory University (@emory.edu)
- Emory Healthcare (@emoryhealthcare.org)

[Sign in](#)

This system is intended for authorized users only, and unauthorized use is strictly prohibited. By proceeding, you are acknowledging your agreement to these terms and conditions.

[Password Maintenance](#) | [Office 365 Help](#)

University Service Desk — 404-727-7777
EHCS Service Desk — 404-778-4357 (8-HELP)

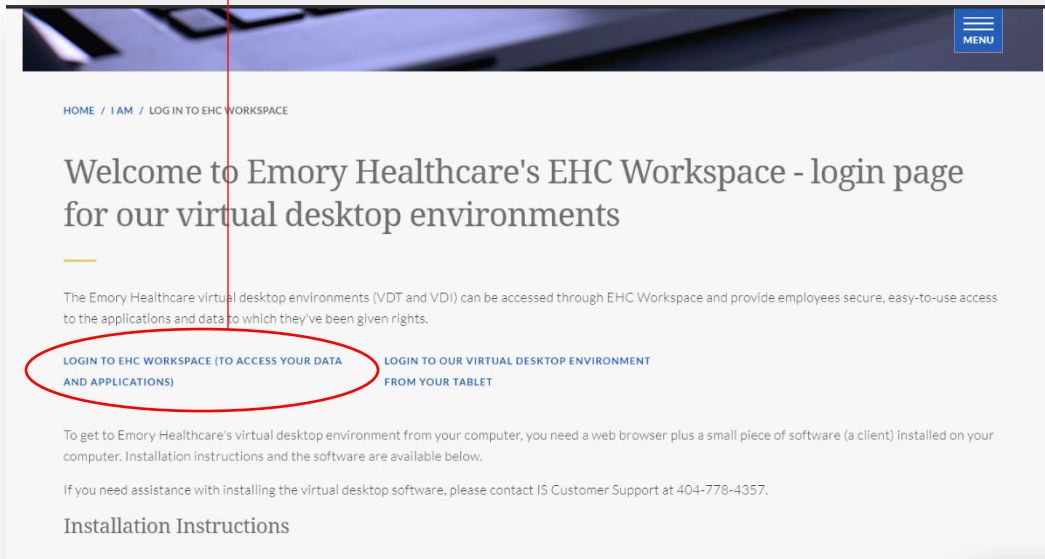
Winship Intranet Login Guide for SharePoint

Welcome to the new Winship Intranet!

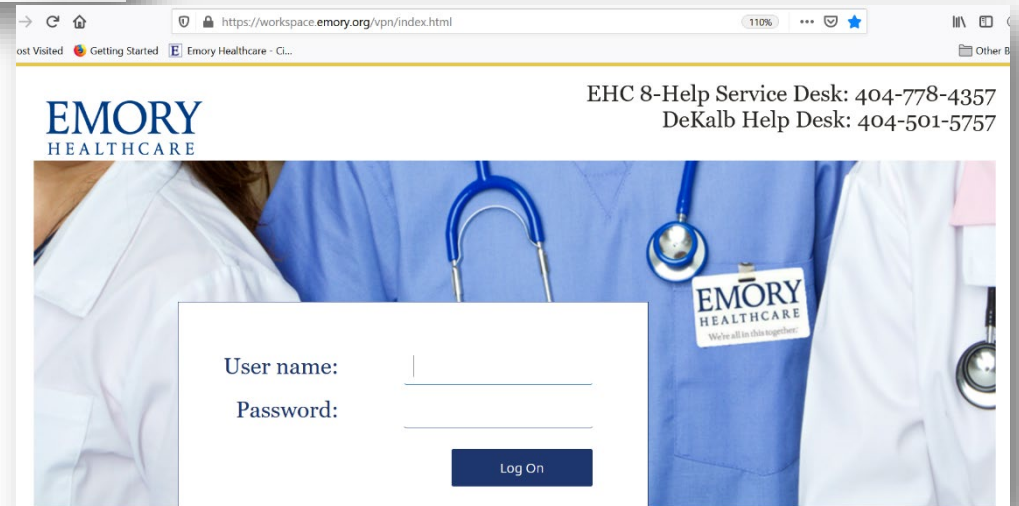
The screenshot shows the Winship Cancer Institute SharePoint intranet homepage. At the top, there is a navigation bar with the SharePoint logo and the text "Winship Cancer Institute". Below this, there are several menu items: Home, General, Clinical, Research, Clinical Trials Office, TESTING, How to--Winship Intranet Guides, and Edit. A search bar is located on the right side of the navigation bar. Below the navigation bar, there is a "New" button and a "Page details" button. On the right side, there is a "Published 3/21/2019" date and an "Edit" button. The main content area features a large banner with the text "WINSHIP INTRANET" over a background image of a microscope. To the right of the banner, there is a weather widget for Atlanta, United States, showing a temperature of 61°F, "Partly Sunny" conditions, and a high/low of 67°/50° for Mar 25, 2019. Below the banner, there are several featured content tiles: "Photo and Question of the Month!" with a "WANT TO WIN A PRIZE?" link, "Need to schedule an event?", "Conferencing and Audio/Visual", "Communications and Branding", and "Human Resources". At the bottom of the page, there is a "Your most visited pages" section, a "See all" link, and buttons for "Get the mobile app" and "Feedback".

Winship Intranet Login Guide for SharePoint Healthcare Employees

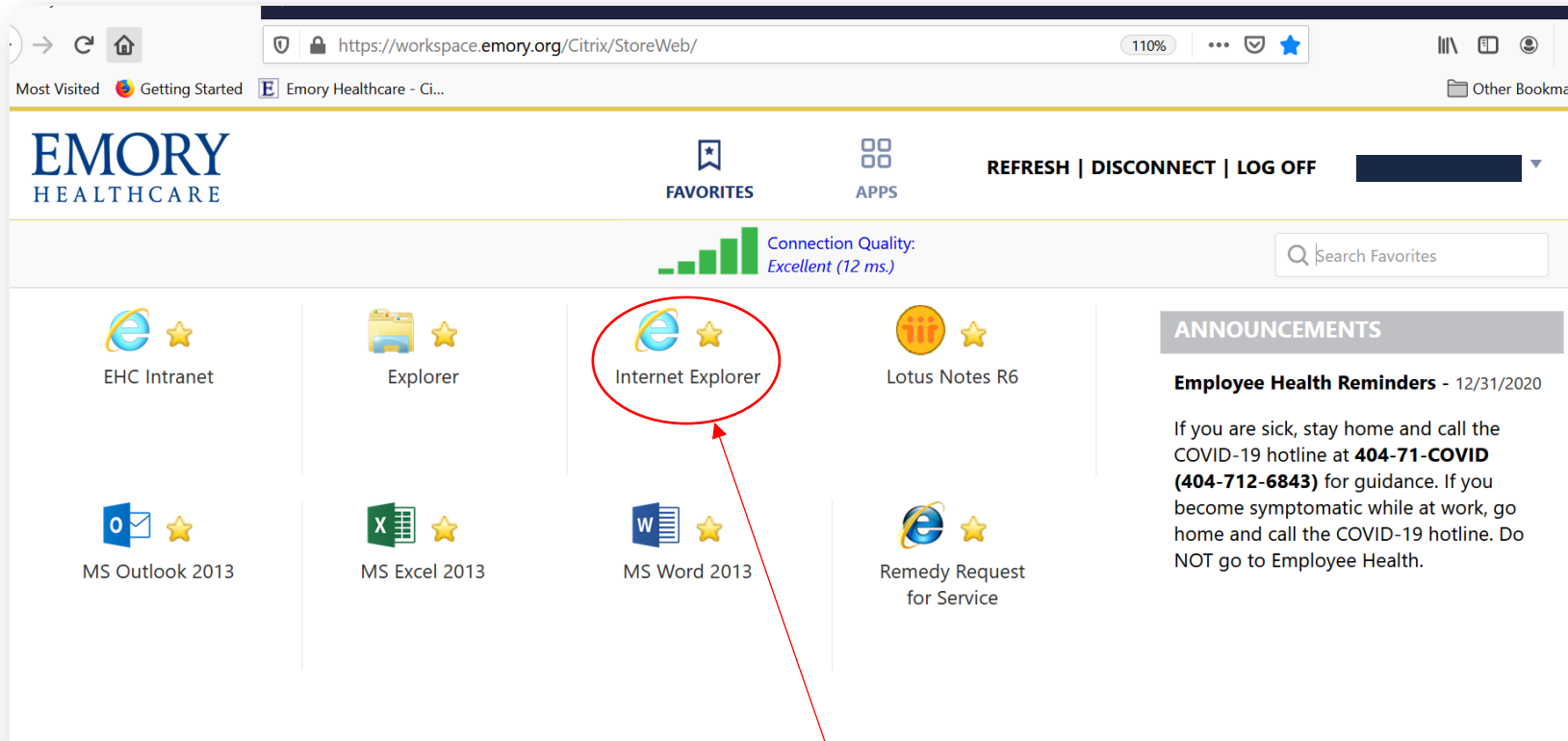
1. Login to VDT using the new EHC Workspace link. Find new link [here](#).



2. Use nNumber and password to login.



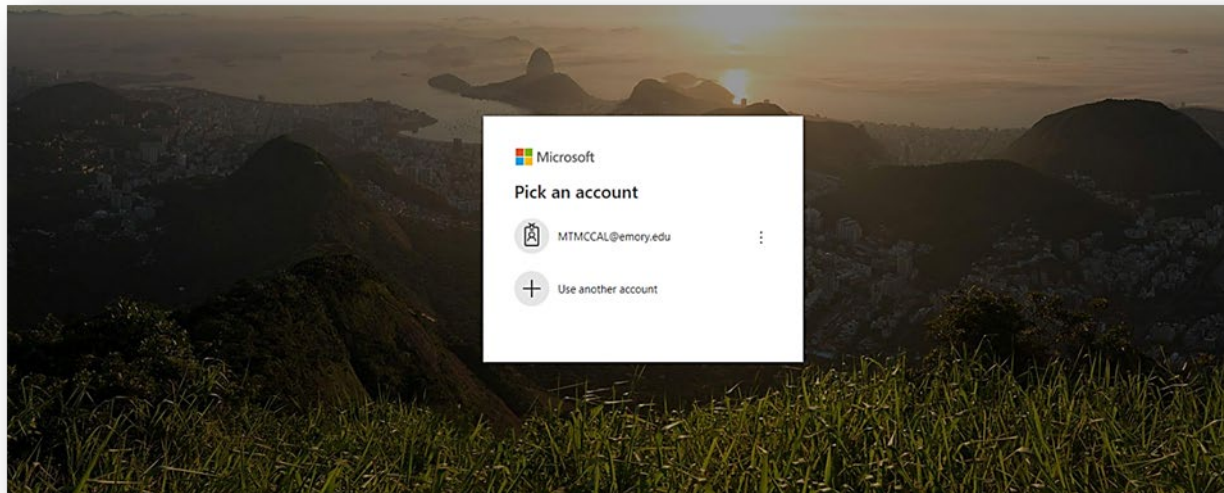
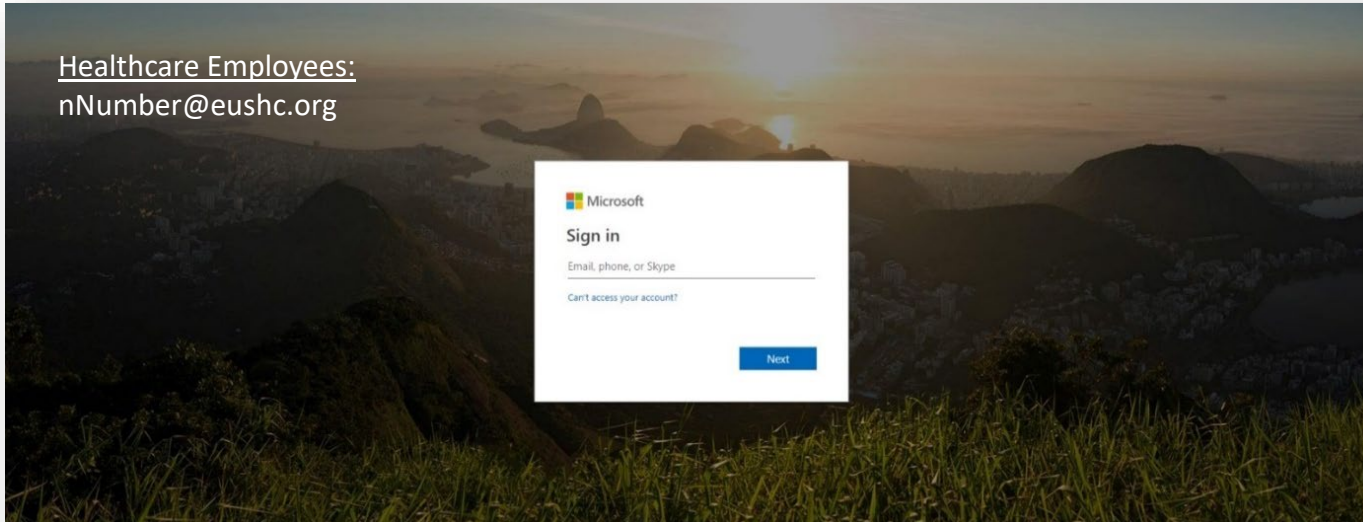
Winship Intranet Login Guide for SharePoint



3. Click on "Internet Explorer" and use the Winship Intranet link <https://emory.sharepoint.com/sites/winship/SitePages/Home.aspx> to login into to Winship Intranet.

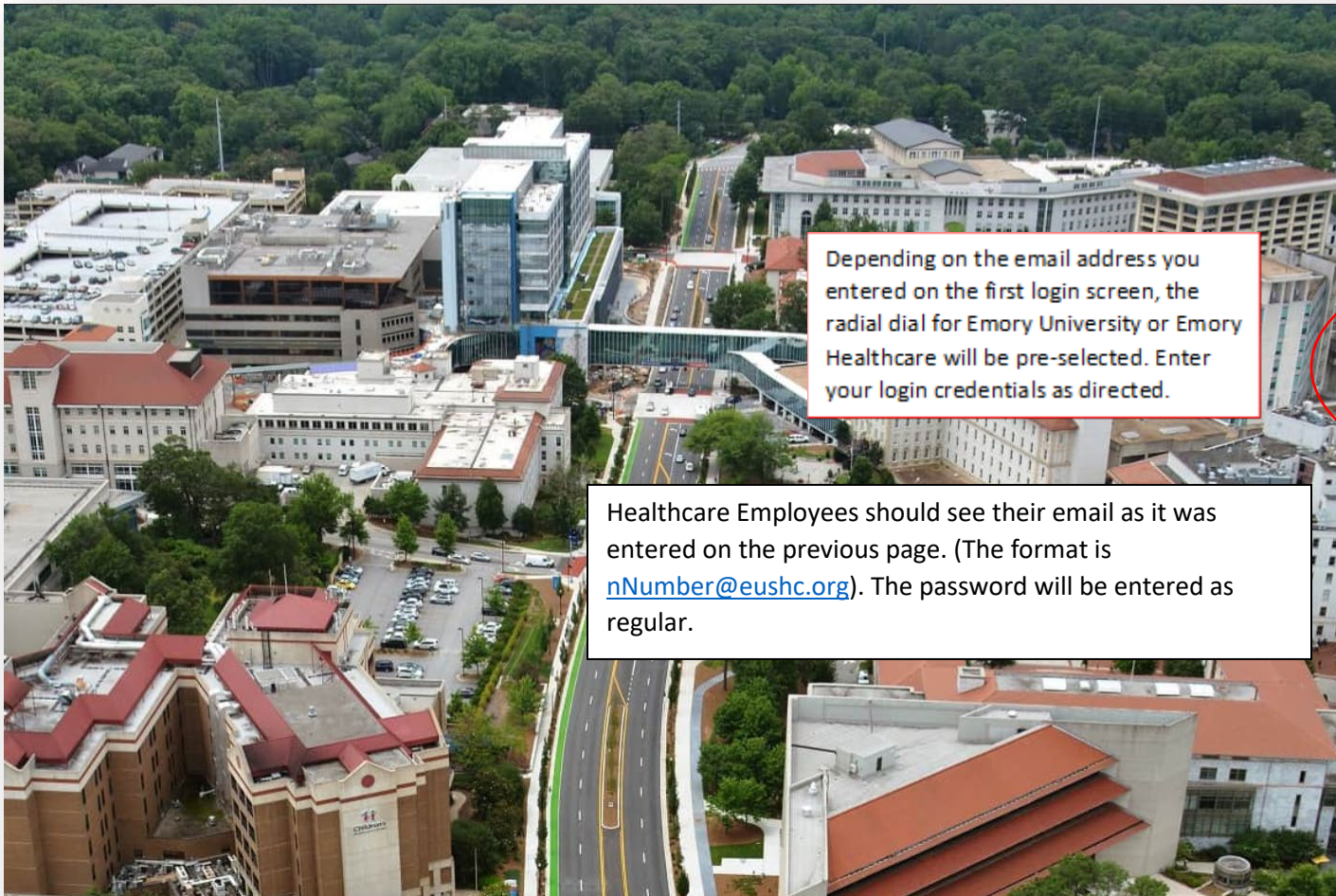
Winship Intranet Login Guide for SharePoint

Healthcare Employees:
nNumber@eushc.org



After entering the information above, Microsoft will prompt you to save your login credentials. If you choose to, the next time you login, you will be able to click your pre-entered email address to get to the Emory Login Screen.

Winship Intranet Login Guide for SharePoint



Depending on the email address you entered on the first login screen, the radial dial for Emory University or Emory Healthcare will be pre-selected. Enter your login credentials as directed.

Healthcare Employees should see their email as it was entered on the previous page. (The format is nNumber@eushc.org). The password will be entered as regular.



Emory Primary Email Address:

- Emory University (@emory.edu)
- Emory Healthcare (@emoryhealthcare.org)

mtmccal@emory.edu

Password

Sign in

This system is intended for authorized users only, and unauthorized use is strictly prohibited. By proceeding, you are acknowledging your agreement to these [terms and conditions](#).

[Password Maintenance](#) [Office 365 Help](#)

University Service Desk — 404-727-7777
EHCIS Service Desk — 404-778-4357 (8-HELP)

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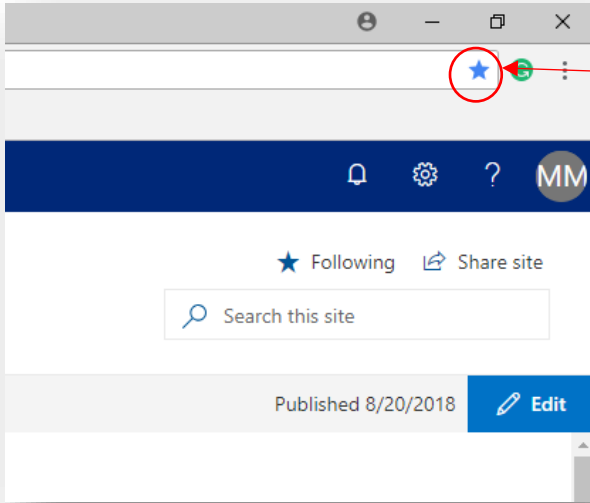
Winship Intranet Login Guide for SharePoint

Welcome to the new Winship Intranet!

The screenshot shows the Winship Cancer Institute SharePoint intranet homepage. At the top, there is a navigation bar with the SharePoint logo and the text "Winship Cancer Institute". Below this, there are several menu items: Home, General, Clinical, Research, Clinical Trials Office, TESTING, and How to--Winship Intranet Guides. A search bar is located on the right side of the page. The main content area features a large banner with the text "WINSHIP INTRANET" and a weather widget for Atlanta, United States, showing a temperature of 61°F and "Partly Sunny" conditions. Below the banner, there are several featured tiles: "Photo and Question of the Month!" with a link to "WANT TO WIN A PRIZE?"; "Need to schedule an event?"; "Conferecing and Audio/Visual"; "Communications and Branding"; and "Human Resources". At the bottom of the page, there is a section for "Your most visited pages" and buttons for "See all", "Get the mobile app", and "Feedback".

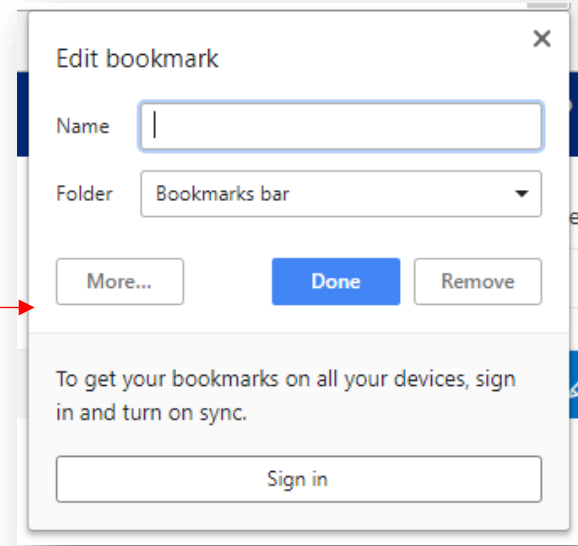
MAKE THE NEW WINSHIP INTRANET A BOOKMARK

Winship Intranet Login Guide for SharePoint Using Google Chrome

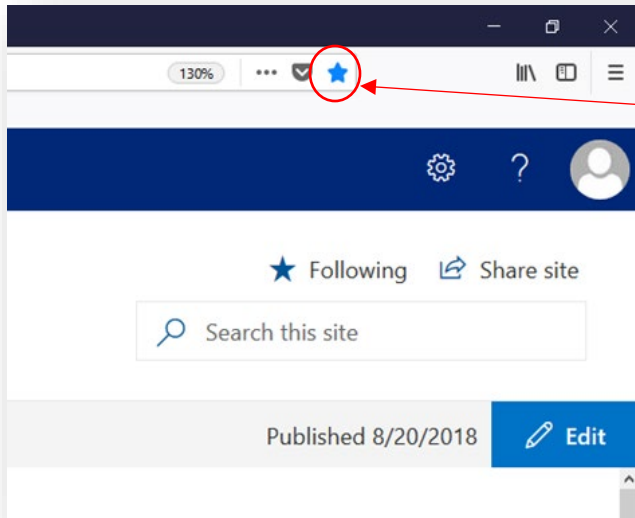


Select the "star" from the right side of the toolbar.

Enter Bookmark details. Click "Done."

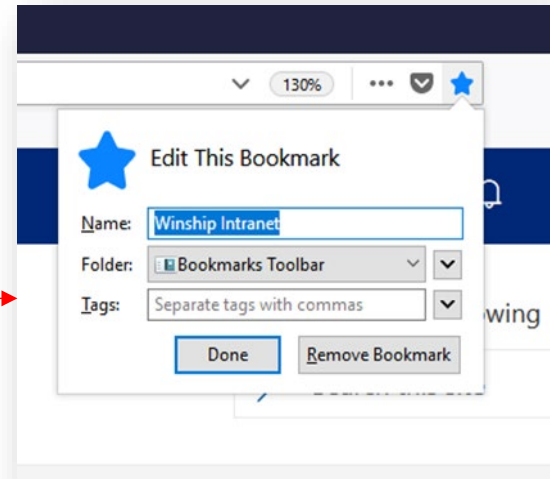


Using Firefox

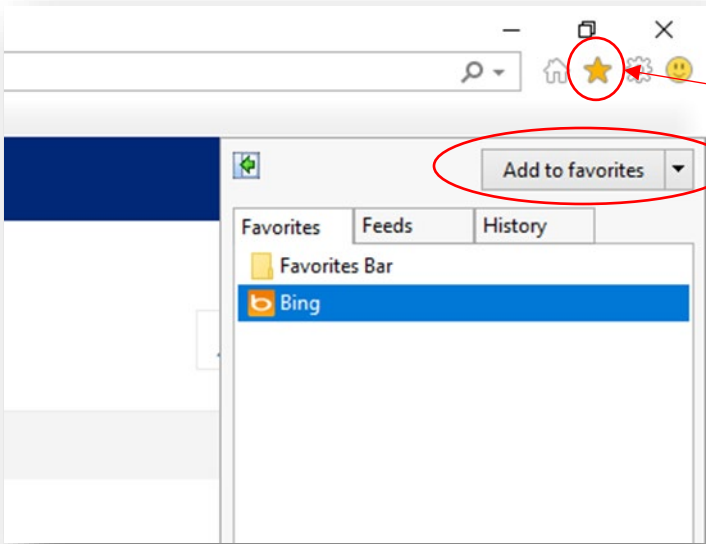


Select the "star" from the right side of the toolbar.

Enter Bookmark details. Click "Done."

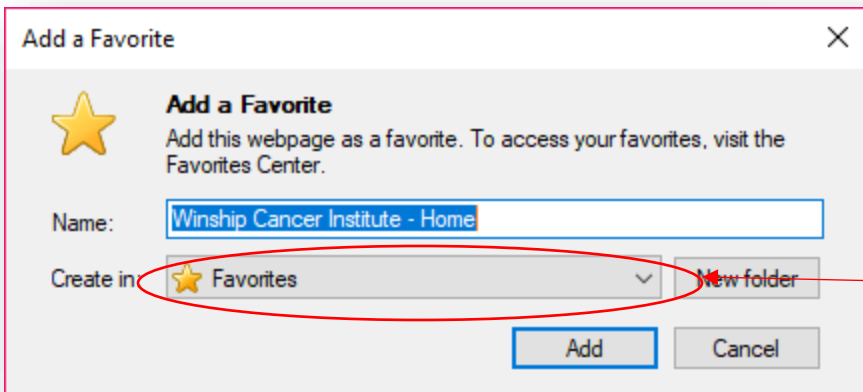


Winship Intranet Login Guide for SharePoint Using Internet Explorer



Select the "star" from the right side of the toolbar.

Click "Add to Favorites"



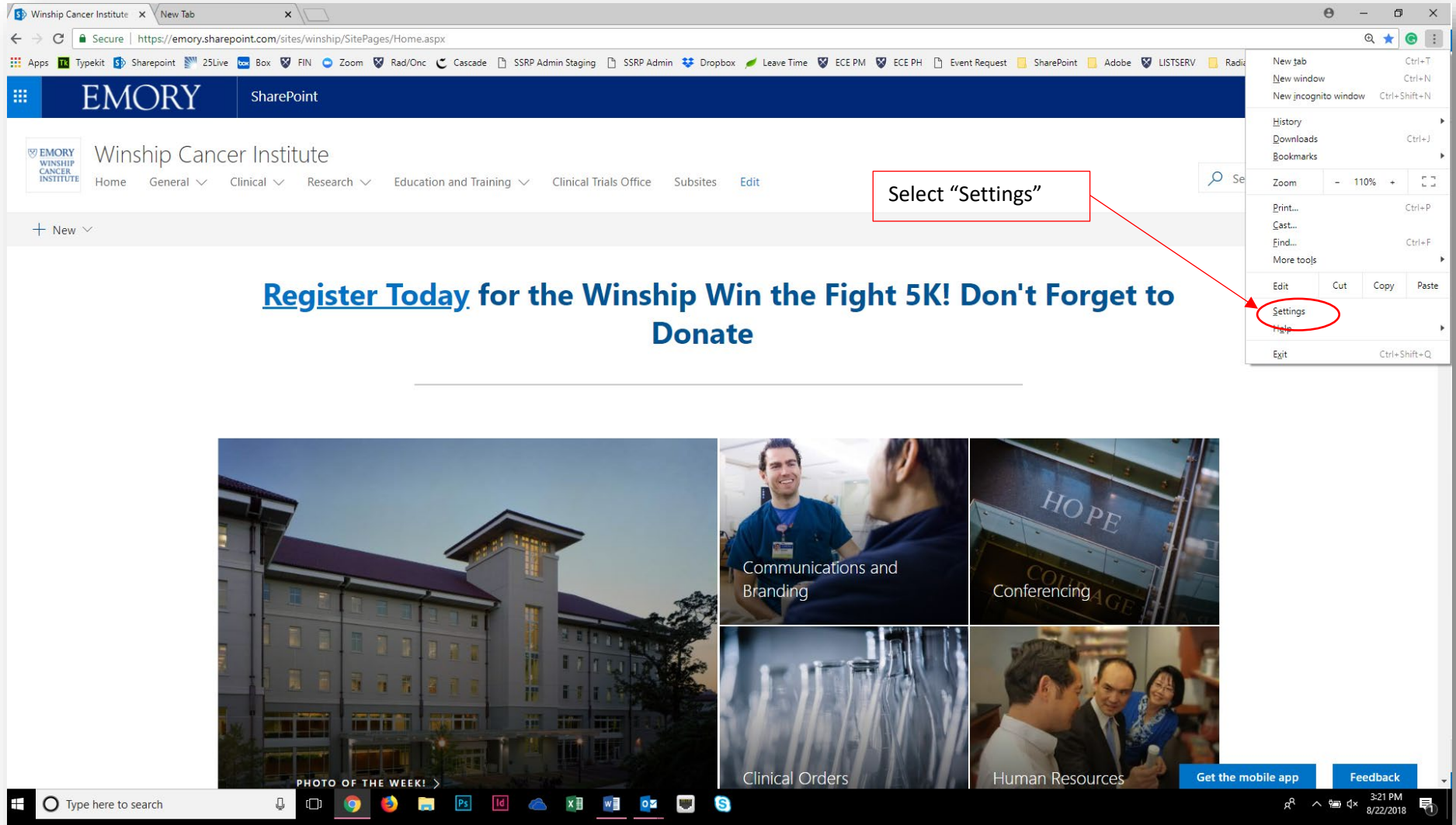
Enter Bookmark details. Click "Add."

If you would like your bookmarks in Internet Explorer to appear on the toolbar at the top of the page, select the arrow beside "Favorite" and choose "Favorites Bar." Then click "Add."

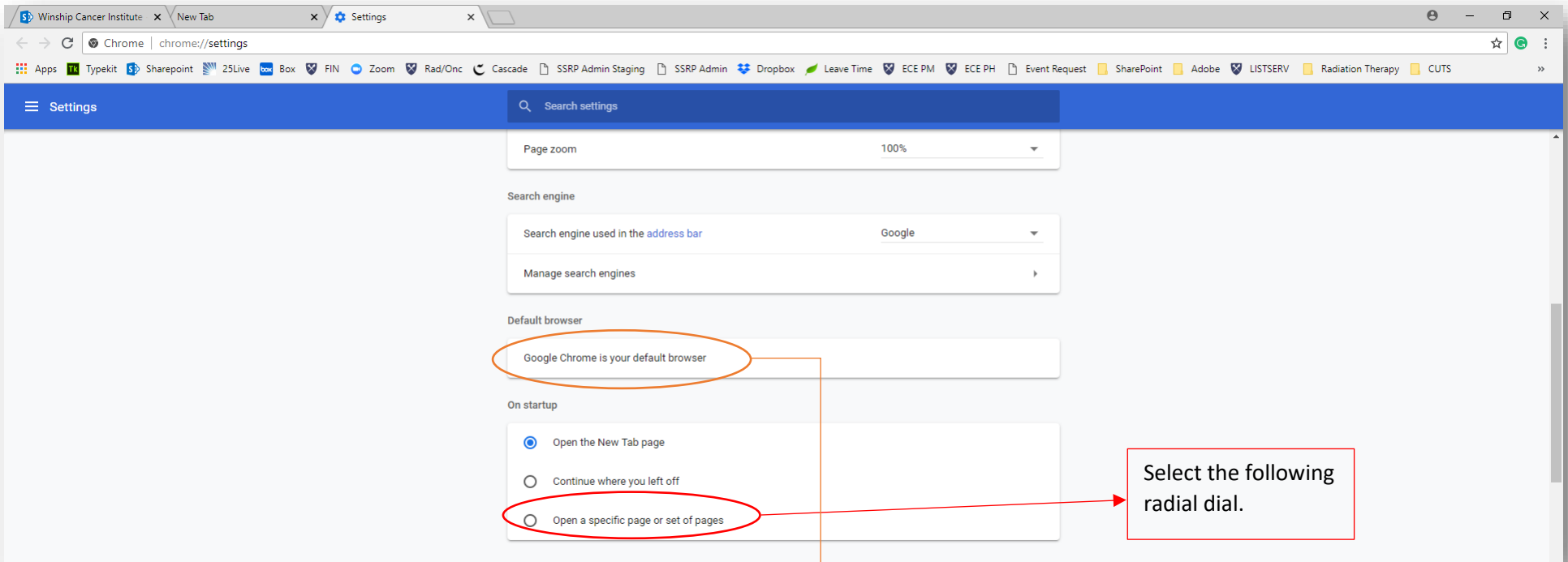
After this, hover you mouse under the address bar and right click. Select "Favorites Bar" from the menu.

MAKE THE NEW WINSHIP INTRANET YOUR HOMEPAGE

Winship Intranet Login Guide for SharePoint Using Google Chrome



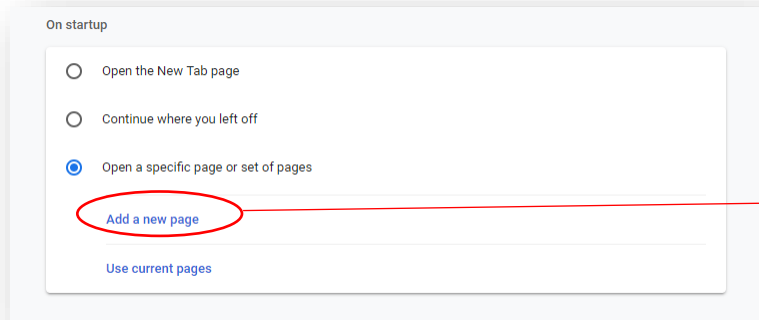
Winship Intranet Login Guide for SharePoint



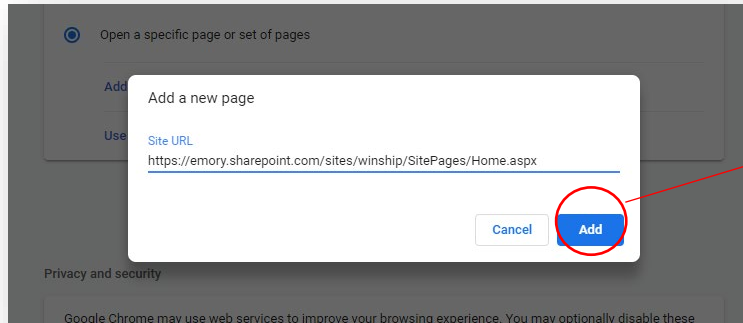
Select the following radial dial.

Make sure Google Chrome is your default browser.

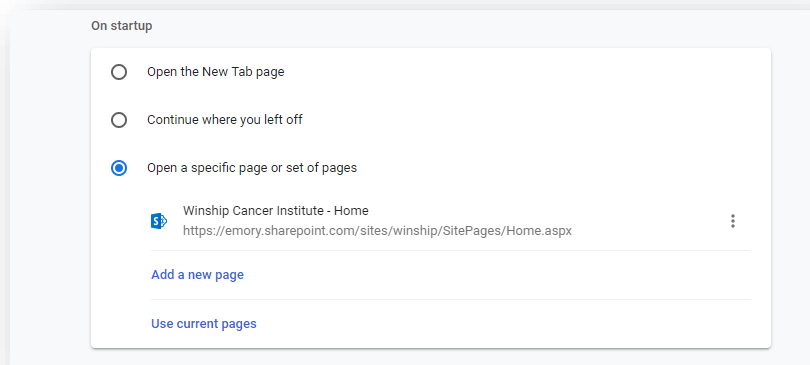
Winship Intranet Login Guide for SharePoint



Select "Add a new page"



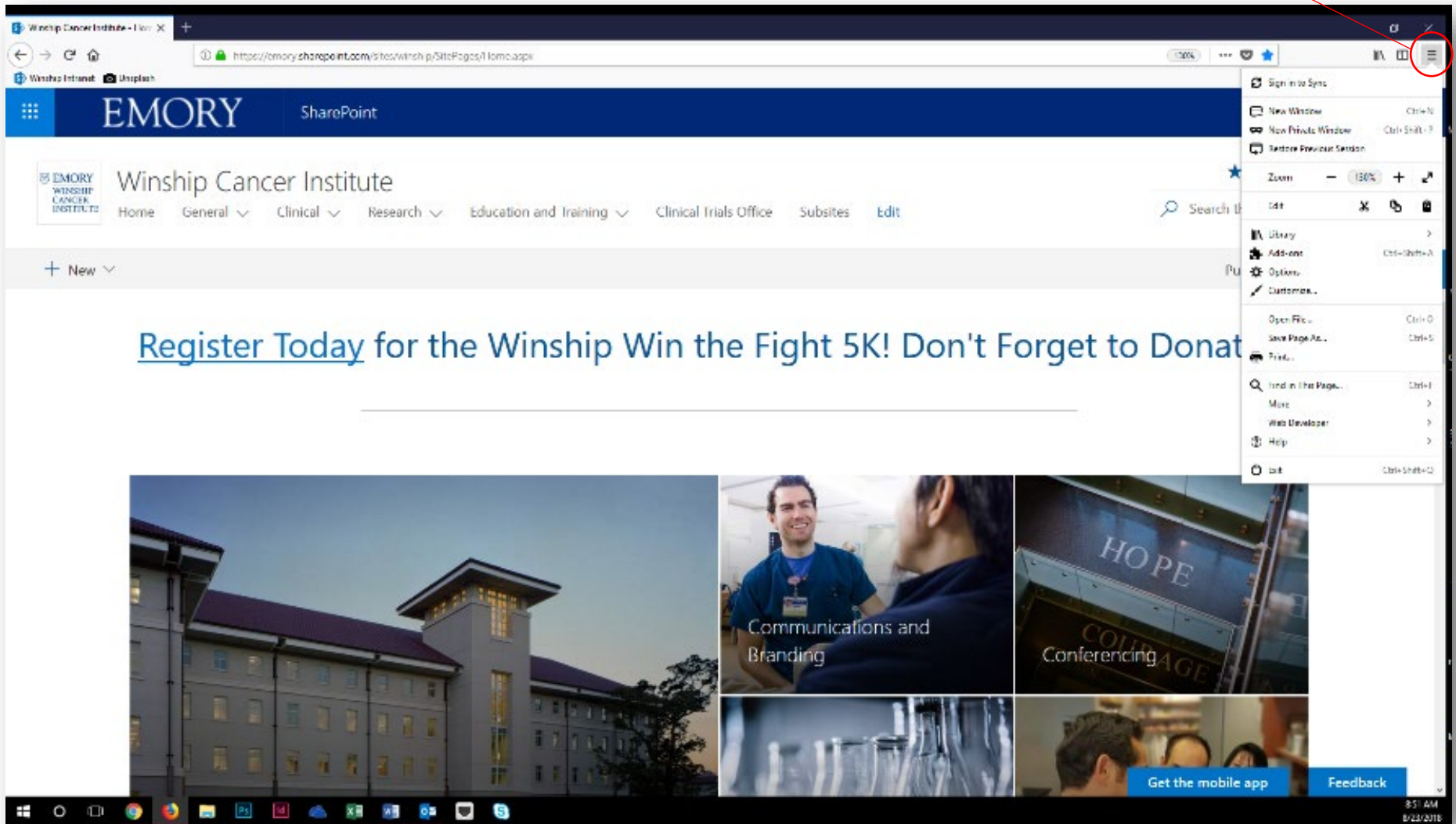
The following box will open once you have added a new page. Enter the Winship Intranet site URL. Click "Add"



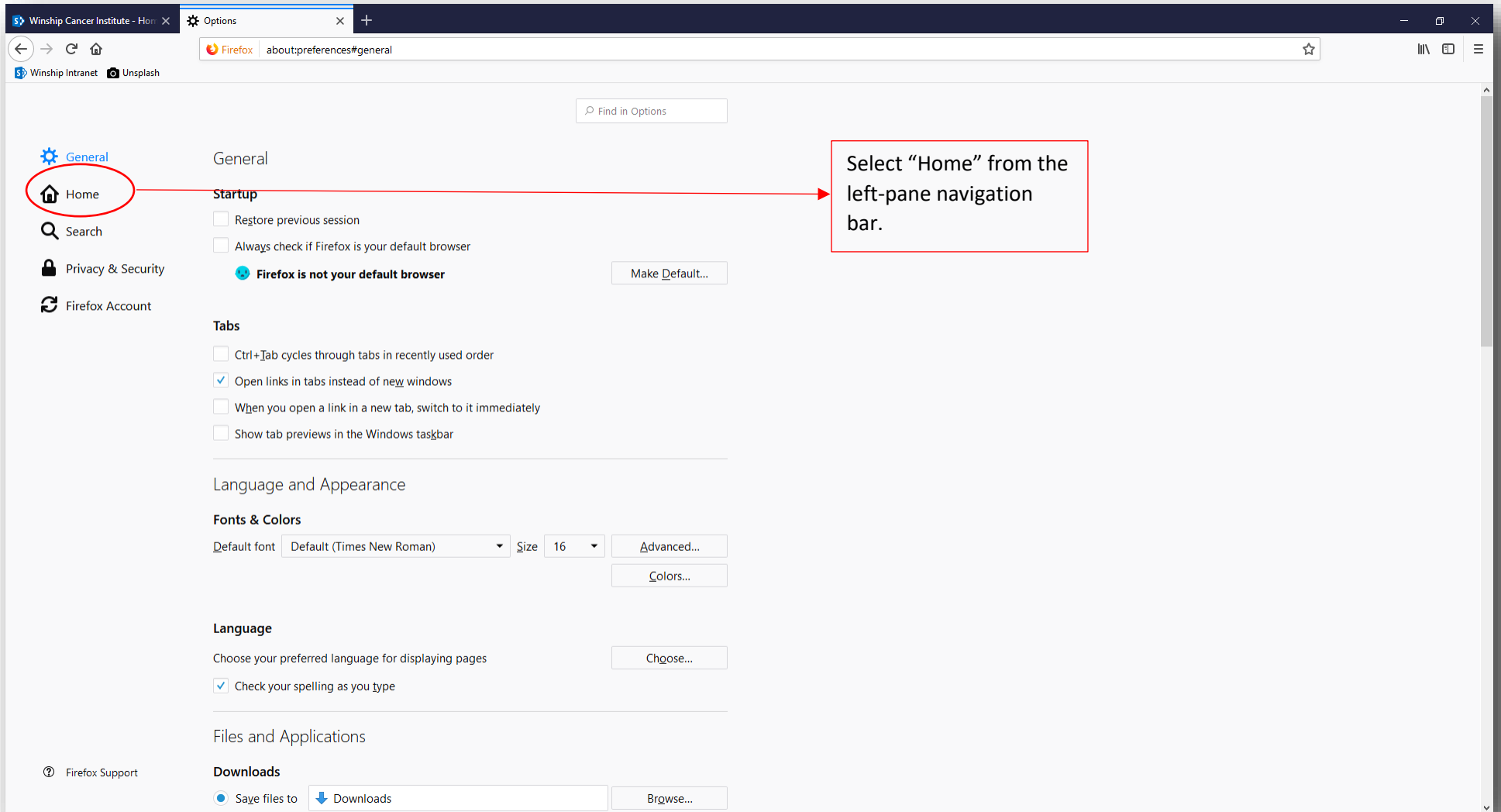
After you have clicked "Add" you should see the intranet URL. Check to make sure that the Winship Intranet is your new browser by closing out Chrome and re-opening.

Winship Intranet Login Guide for SharePoint Using Mozilla Firefox

Select the Firefox "Menu"

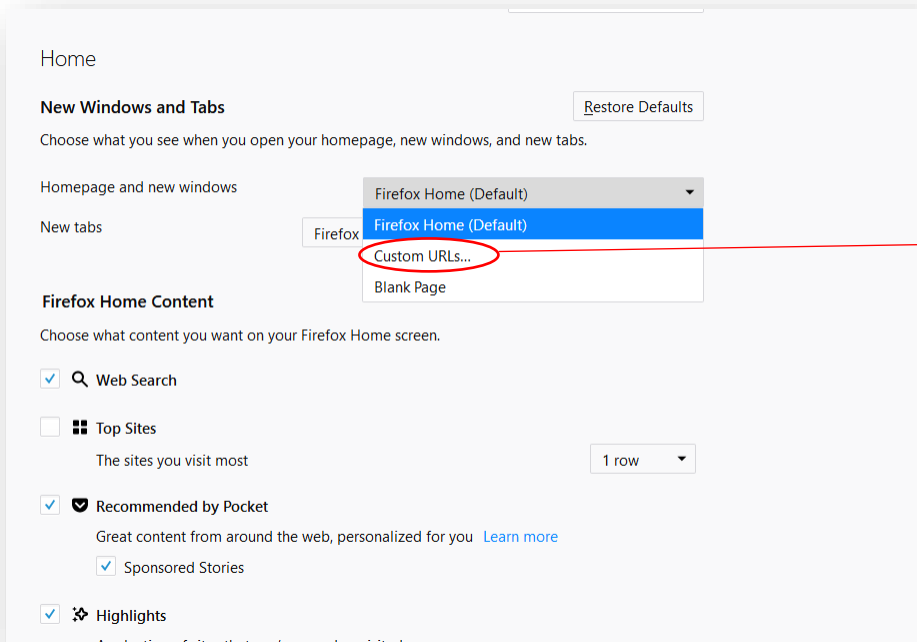


Winship Intranet Login Guide for SharePoint

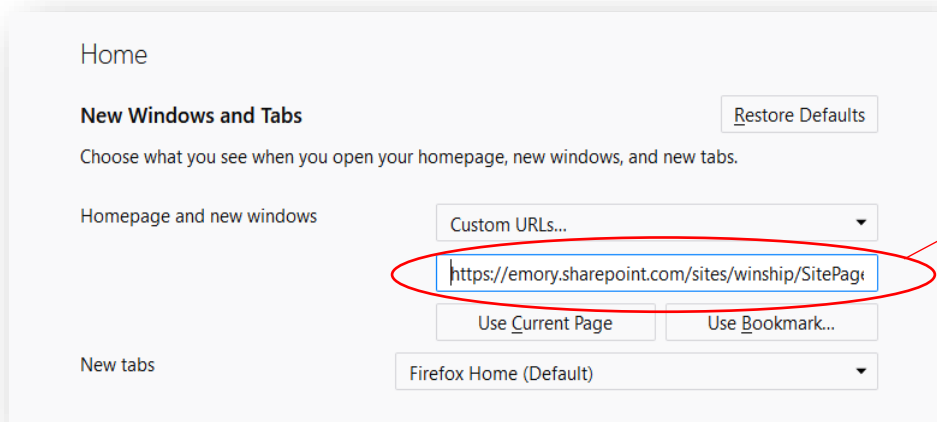


The screenshot shows the Firefox Options page for the 'General' category. The left-hand navigation pane contains several items: 'General' (with a gear icon), 'Home' (with a house icon and circled in red), 'Search' (with a magnifying glass icon), 'Privacy & Security' (with a lock icon), and 'Firefox Account' (with a refresh icon). A red arrow points from the 'Home' item to a red-bordered text box on the right that reads: 'Select "Home" from the left-pane navigation bar.' The main content area of the page is titled 'General' and includes sections for 'Startup', 'Tabs', 'Language and Appearance', 'Fonts & Colors', 'Language', and 'Files and Applications'. The 'Startup' section has checkboxes for 'Restore previous session', 'Always check if Firefox is your default browser', and 'Firefox is not your default browser' (which is selected). The 'Tabs' section has checkboxes for 'Ctrl+Tab cycles through tabs in recently used order', 'Open links in tabs instead of new windows' (checked), 'When you open a link in a new tab, switch to it immediately', and 'Show tab previews in the Windows taskbar'. The 'Language and Appearance' section includes a 'Language' dropdown set to 'Default (Times New Roman)' and a 'Size' dropdown set to '16'. The 'Files and Applications' section has a 'Downloads' dropdown set to 'Downloads'.

Winship Intranet Login Guide for SharePoint



Select "Custom URLs"



Enter the Winship Intranet site URL:

<https://emory.sharepoint.com/sites/winship/SitePages/Home.aspx>

Afterward, you can close your browser. The changes will automatically save.

Winship Intranet Login Guide for SharePoint On Internet Explorer

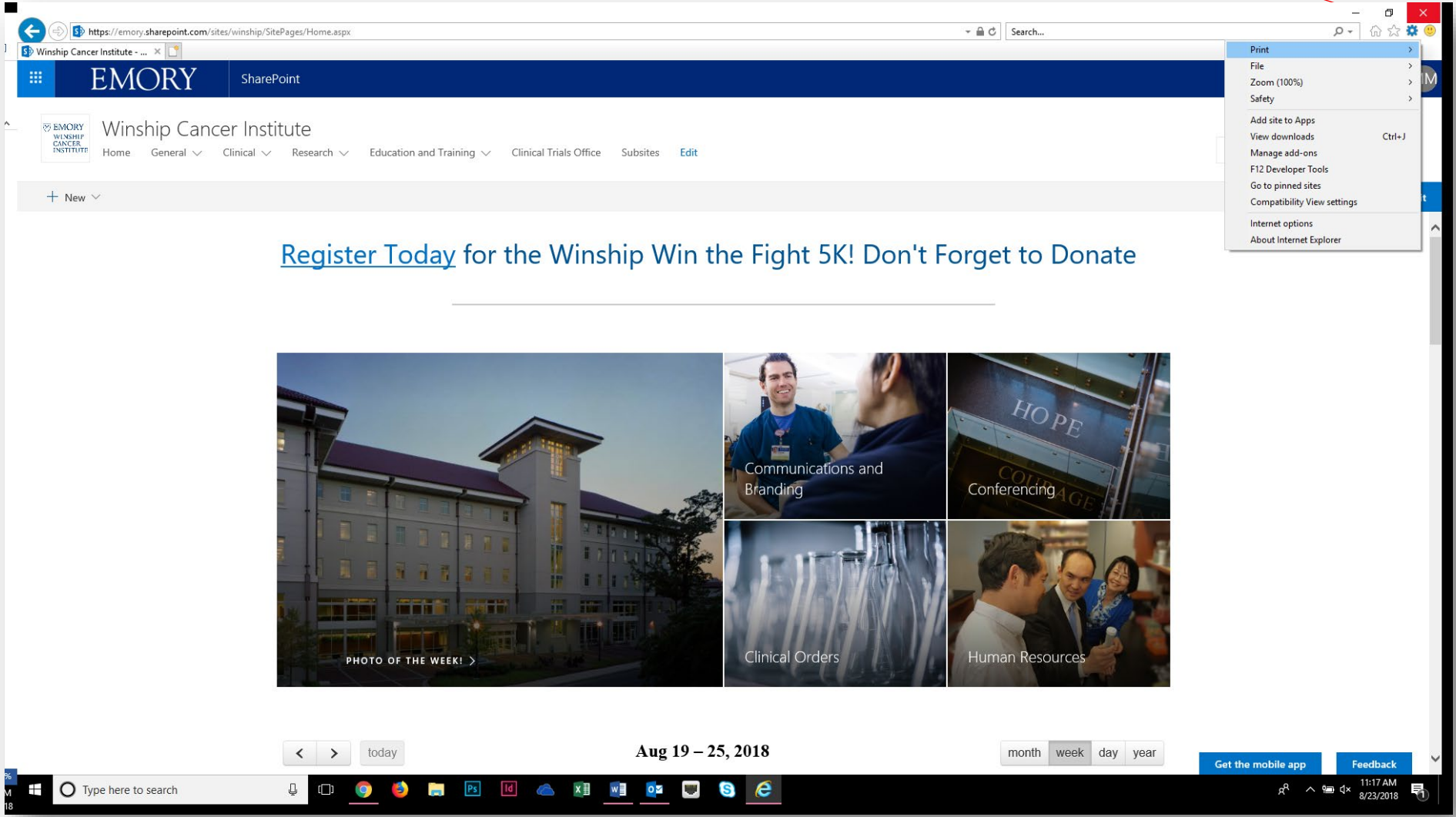
Enter the Winship Intranet link (as seen below) in the address bar and complete the login process as directed in the Login Guide.

Link: <http://emory.sharepoint.com/sites/winship/SitePages/Home.aspx>

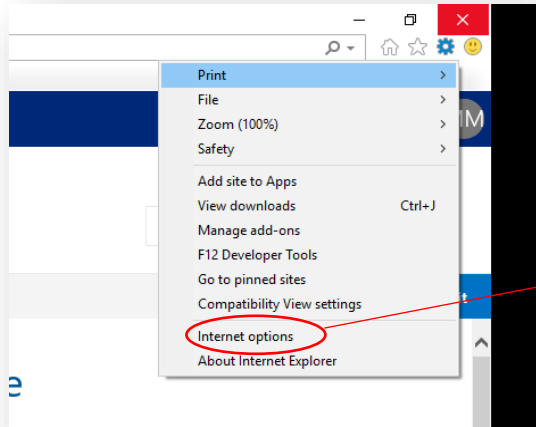
The screenshot displays the Winship Cancer Institute SharePoint intranet homepage. The browser's address bar contains the URL <http://emory.sharepoint.com/sites/winship/SitePages/Home.aspx>, which is circled in red. The page header includes the Emory logo and the text "SharePoint". The main navigation menu lists "Home", "General", "Clinical", "Research", "Education and Training", "Clinical Trials Office", "Subsites", and "Edit". A search bar is located in the top right corner. The main content area features a large banner with the text "Register Today for the Winship Win the Fight 5K! Don't Forget to Donate". Below the banner is a grid of four images: a large building at night, a man in scrubs talking to a woman, a sign that says "HOPE" and "COURAGE", and a group of people. The date "Aug 19 - 25, 2018" is displayed at the bottom of the page, along with navigation buttons for "month", "week", "day", and "year".

Winship Intranet Login Guide for SharePoint

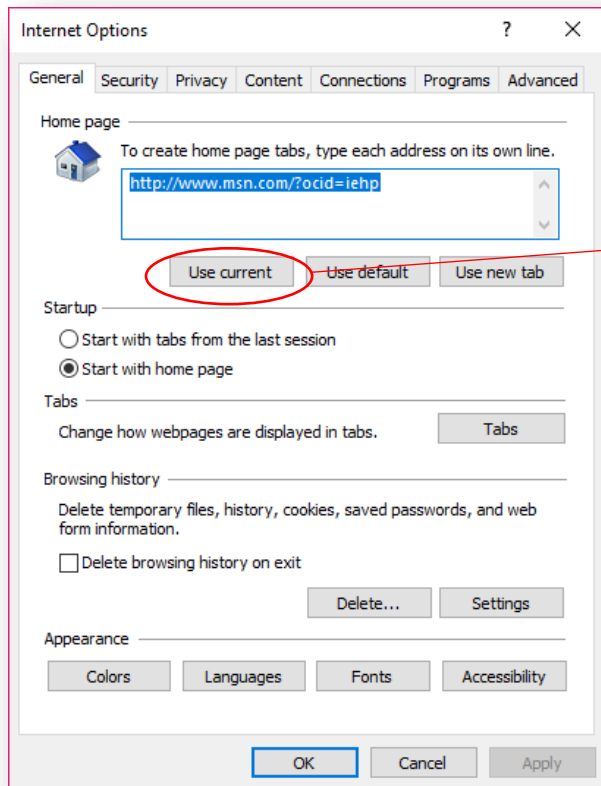
Select the "Tools" button on the Internet Explorer toolbar



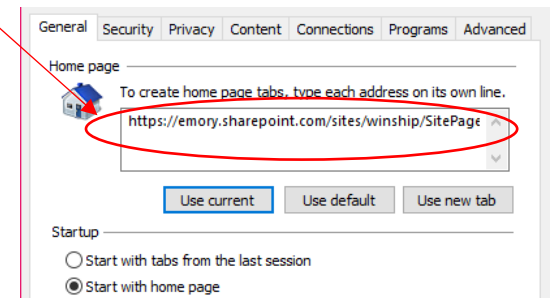
Winship Intranet Login Guide for SharePoint



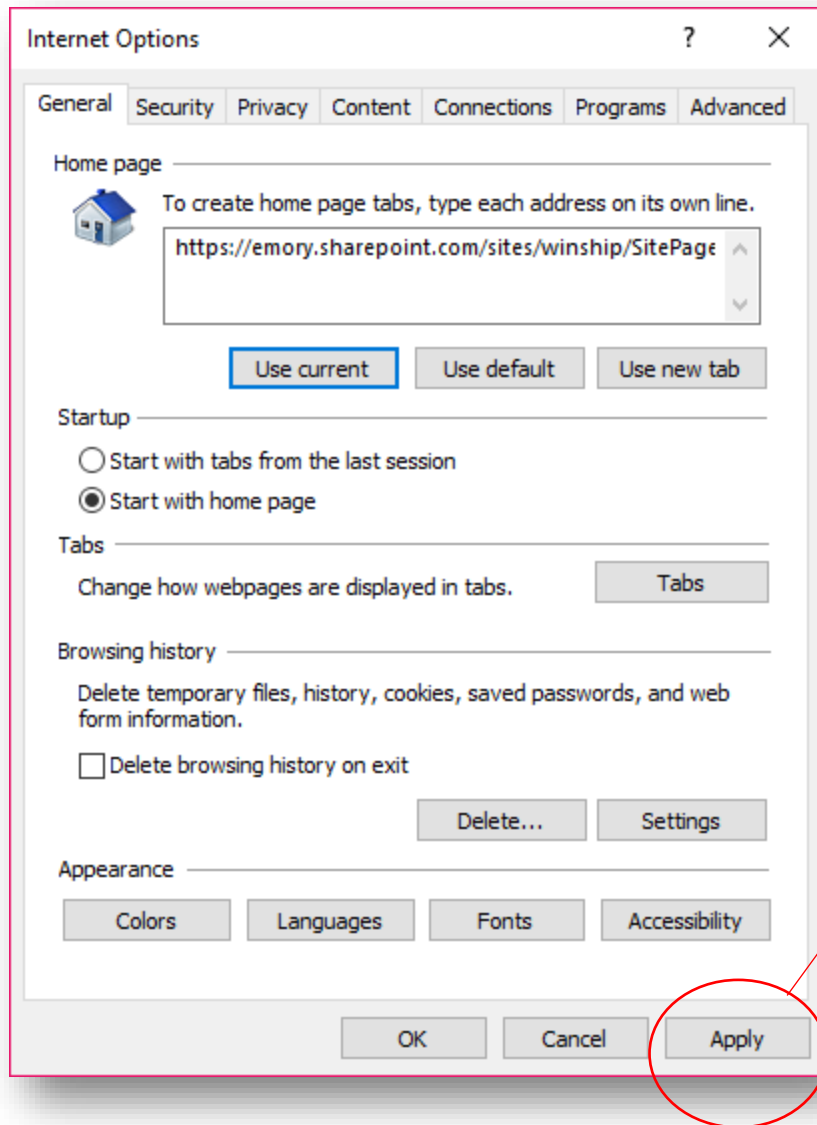
Select "Internet Options" from Tools



Select "Use Current" button.
The text highlighted blue in the box should change to Winship Intranet Link as seen on the right.



Winship Intranet Login Guide for SharePoint



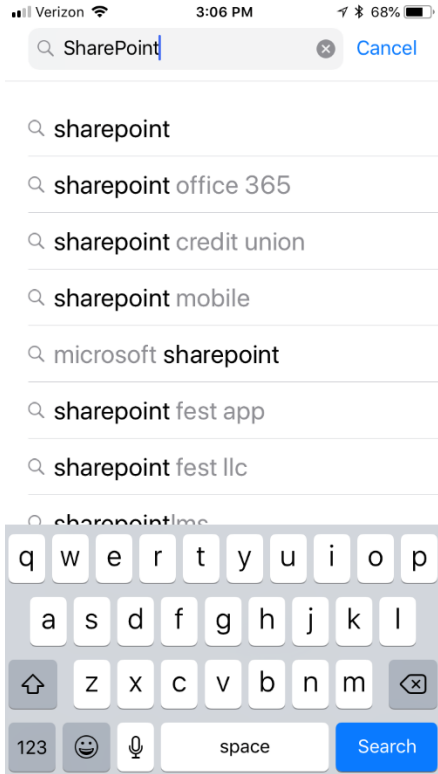
After checking to make sure that the Winship Intranet link is displayed, click "Apply" and then close the browser.

To check if the changes were made, re-open your browser and note if the Winship Intranet link opens.

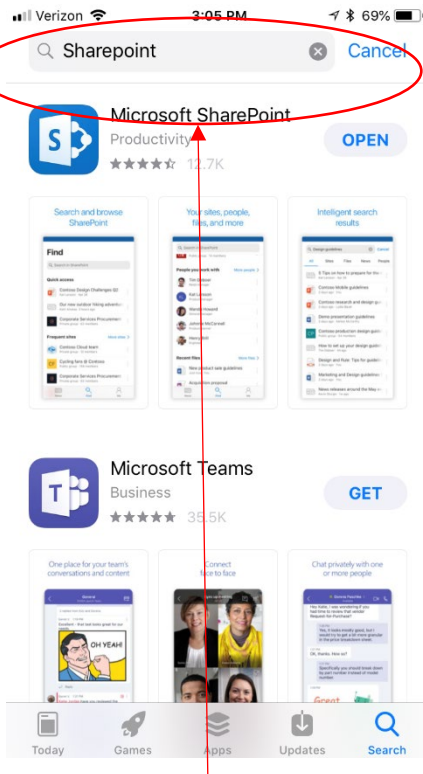
DOWNLOAD SHAREPOINT APP

iPhone SharePoint Download

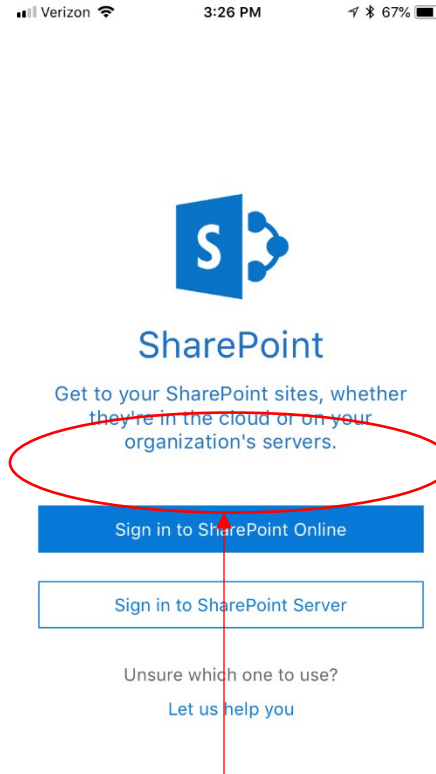
Winship Intranet Login Guide for SharePoint



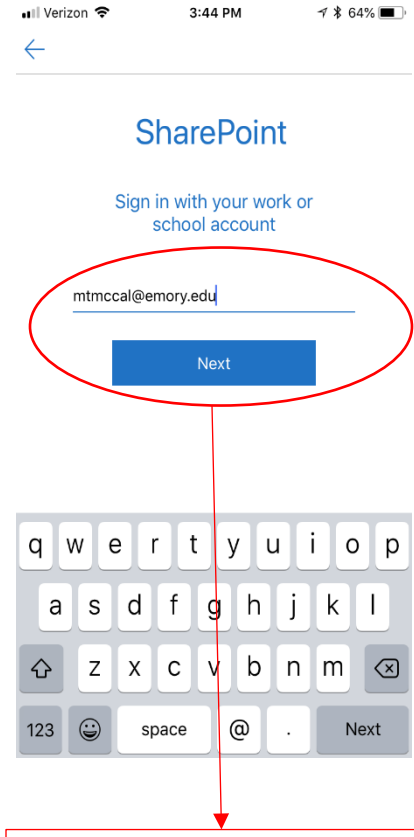
Search "SharePoint" in the Apple Store.



Select "Microsoft SharePoint" and Install.

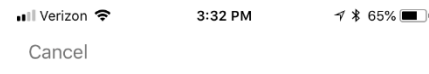


Click "Sign in to SharePoint Online"



Input your Emory University (netID) or Emory Healthcare (nNumber) email address.

Winship Intranet Login Guide for SharePoint



Emory Primary Email Address:

Emory University (@emory.edu)
 Emory Healthcare (@emoryhealthcare.org)

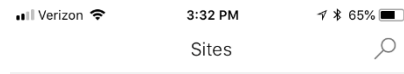
Sign in

This system is intended for authorized users only, and unauthorized use is strictly prohibited. By proceeding, you are acknowledging your agreement to these [terms and conditions](#).

[Password Maintenance](#) [Office 365 Help](#)

University Service Desk — 404-727-7777
EHCIS Service Desk — 404-778-4357 (8-HELP)

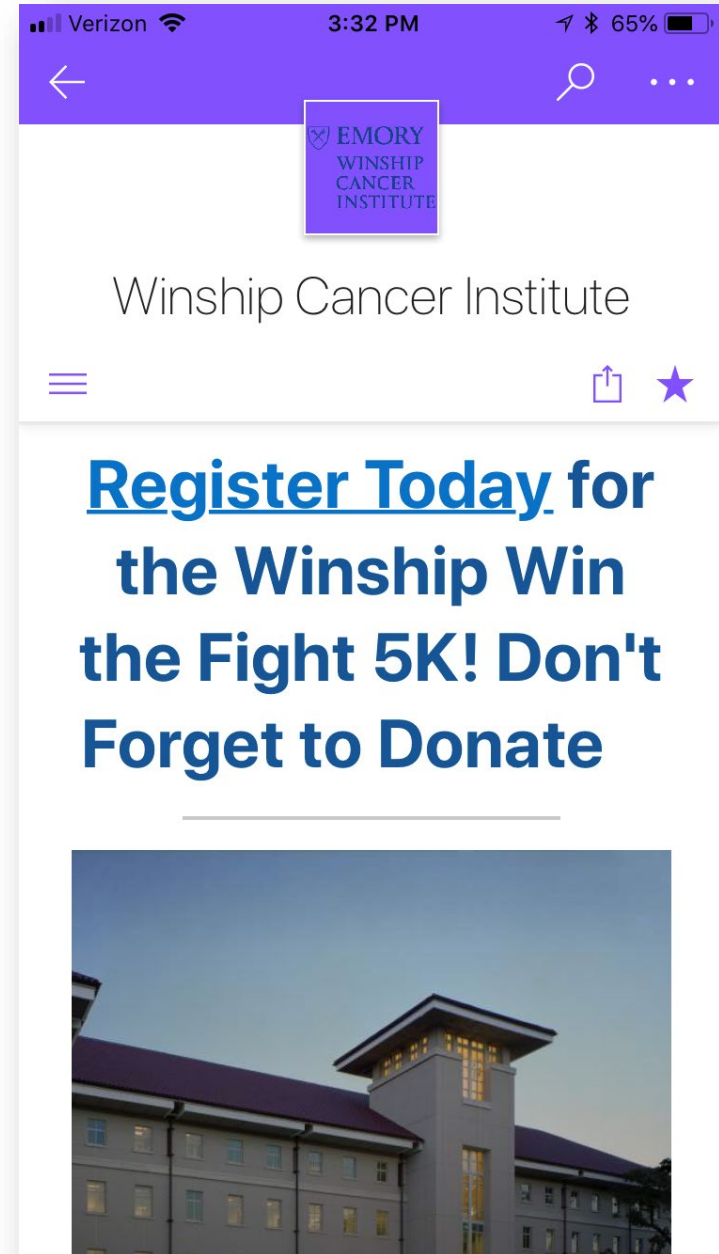
Per your response on the first screen, the Emory University or Emory Healthcare radial dial should be pre-selected. Sign in to the Winship SharePoint using your Emory University/Emory Healthcare password.



- EMORY WINSHIP CANCER INSTITUTE Winship Cancer Institute
- EMORY WINSHIP CANCER INSTITUTE Clinical Trials Office
- EMORY WINSHIP CANCER INSTITUTE Surgical Oncology
- EMORY WINSHIP CANCER INSTITUTE Audio Visual
- EMORY WINSHIP CANCER INSTITUTE ORIEN
- EMORY WINSHIP CANCER INSTITUTE Facilities

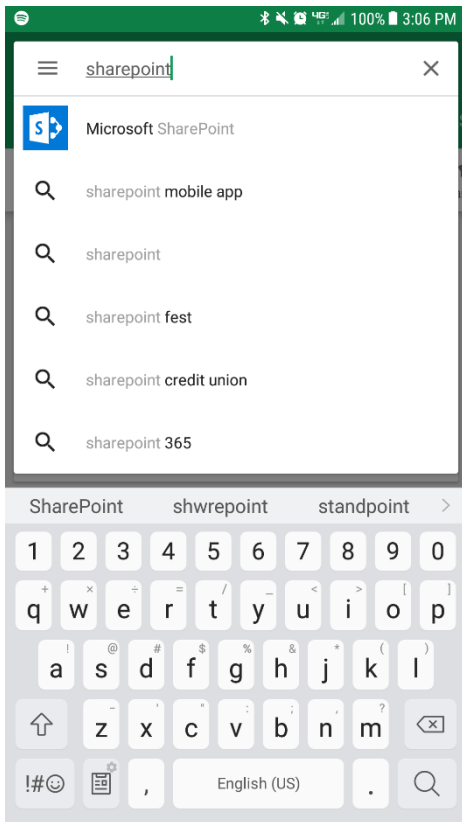
News Links Sites People Me

Select "Winship Cancer Institute"

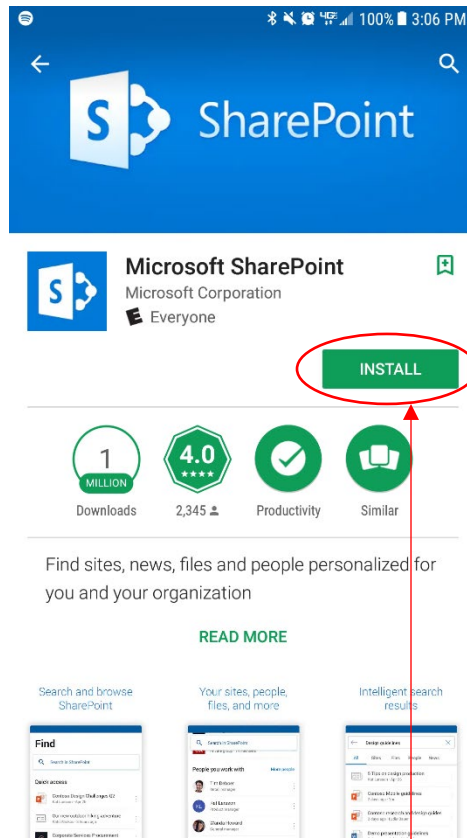


Winship Intranet Login Guide for SharePoint

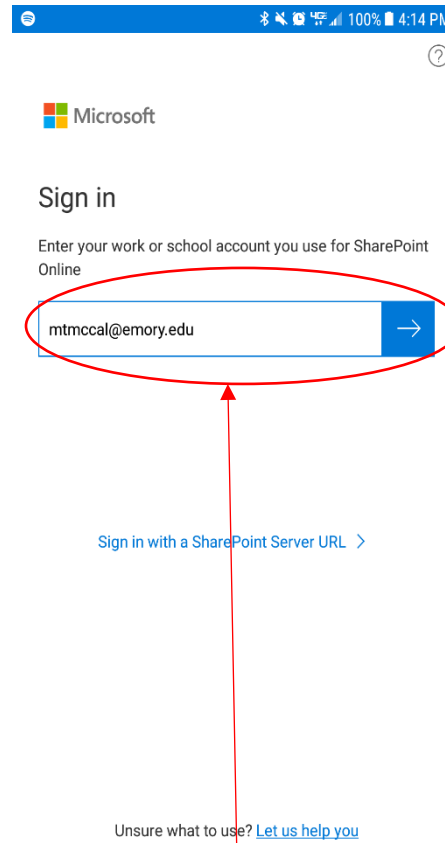
Samsung SharePoint Download



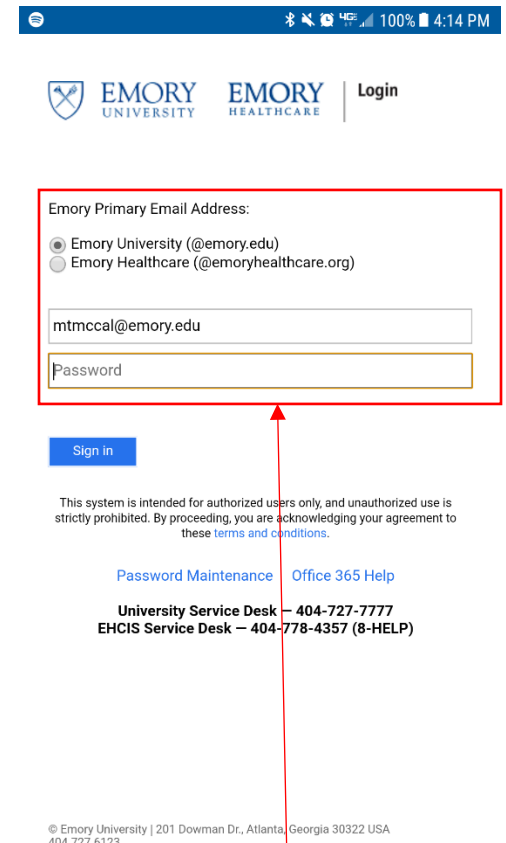
Search "SharePoint" in the Apple Store. Select "Microsoft SharePoint"



Install "Microsoft SharePoint"



Input your Emory University (netID) or Emory Healthcare (nNumber) email address.



Per your response on the first screen, the Emory University or Emory Healthcare radial dial should be pre-selected. Sign in to the Winship SharePoint using your Emory University/Emory Healthcare password.

Winship Intranet Login Guide for SharePoint

EMORY UNIVERSITY | EMORY HEALTHCARE | Login

For security reasons, we require additional information to verify your account (mtmccal@emory.edu)

EMORY

Settings

Send Me a Push

Call Me

Enter a Passcode

Remember me for 30 days

© Emory University | 201 Dowman Dr., Atlanta, Georgia 30322 USA
404.727.6123

Enter your Duo Push information here.

Sites

Frequent

- EMORY WINSHIP CANCER INSTITUTE Winship Cancer Institute
- EMORY WINSHIP CANCER INSTITUTE Clinical Trials Office
- EMORY WINSHIP CANCER INSTITUTE Surgical Oncology
- EMORY WINSHIP CANCER INSTITUTE Audio Visual

SEE MORE

Following

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- EMORY WINSHIP CANCER INSTITUTE Programs and Events

News Links Sites People Me

Select "Winship Cancer Institute"

EMORY WINSHIP CANCER INSTITUTE

Winship Cancer Institute

Home

Register Today for the Winship Win the Fight 5K! Don't Forget to Donate