

October 2025



October is Cybersecurity Month

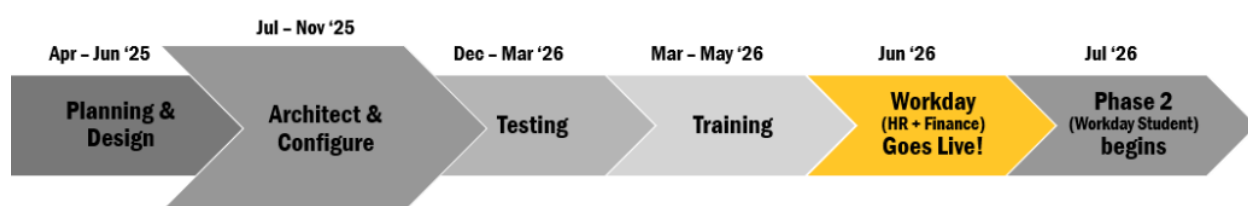
Protecting NKU data starts with each of us. Remember to use strong, unique passwords and multi-factor authentication (MFA) on all of your accounts. Be cautious with links and attachments in unexpected email messages. When in doubt, do NOT click. Report suspicious messages to abuse@nku.edu.

Check out IT's [Information Security webpage](#) for videos with tips to help you stay safe and secure.

Together, we can keep NKU's systems and information secure. Contact the [IT Help Desk](#) if you question the validity of an email. Do not share your password with anyone.

Workday ERP Update

NKU is in the **Architect and Configure** phase of the Workday Platform implementation, covering Human Capital Management, Finance, and Payroll. This phase will run through November 2025.



Accomplishments in this phase:

- **Configurations** have been set up for testing.
- **Data** continues to be loaded into NKU environments for viewing in Workday.
- **Change Champions** have been identified, and the kickoff meeting is scheduled for October 9, 2025.

Next, the project team will prepare for Customer Confirmation Sessions and End-to-End testing. Customer Confirmation Sessions allow NKU Leads to build confidence in the

system and demonstrate the configuration to their peers. The team will also load data into the “End-to-End testing” tenant, which will serve as the test environment for the upcoming **End-to-End testing**. Beginning in January 2026, End-to-End testing will validate configured processes by running them from start to finish in the test environment. Payroll testing will take place at the end of the Testing phase.

Stay Informed

- Check out our **NKU Workday** [website](#) for more information and project updates.
 - If you have any questions or feedback, contact us workday@nku.edu.
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Canvas Maintenance Outage

Canvas will be unavailable on **Thursday, October 2, 2025, from 4:00 am to 7:30 am** while Instructure performs scheduled maintenance. During this time, the following areas will be affected:

Files

- Security updates for file operations
- Temporary disruptions expected with file downloading
- File uploads will remain available.

New Quizzes

- Database instance size will be modified.
 - Users may experience temporary disruptions in New Quizzes during the database restart.
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AI Tools in Zoom: Understanding Zoom’s AI Companion vs. Third-Party Apps

Zoom’s **AI Companion** is built directly into Zoom and is included at no extra cost. It provides features like meeting summaries, action item tracking, and chat assistance, all while following Zoom’s privacy and security standards.

However, you may also see **third-party AI tools**—such as *Read.ai*—that integrate with Zoom. These tools can join your meetings automatically to provide services like transcription, meeting analytics, or summaries. If auto-join meetings is enabled for you or another participant, they may unintentionally appear as extra “participants” in your Zoom meetings.

To manage **Read.ai** specifically:

- Log into your Read.ai account.
- Go to **Account Settings > Meeting Assistant > Auto-join meetings**.
- Turn off the auto-join feature or remove its access to Zoom.
- Review additional settings to make sure only the features you want are enabled.

This distinction is important: **Zoom's AI Companion will never show up as an external meeting participant**, while third-party AI assistants (like Read.ai) may. To see if Zoom's built-in AI Companion is running, look for a sparkle or star icon in the upper-right corner of the Zoom meeting window near the green "Meeting Security" icon.

Contact the [IT Help Desk](#) for assistance adjusting Zoom AI Companion features or reviewing third-party integrations.

DUO Fraudulent Login Reports

We have noticed an increase in users marking DUO login prompts as fraudulent. Please keep the following in mind:

- **Account lockout risk:** Marking yourself as fraudulent multiple times will immediately lock your account. This will prevent you from logging into any NKU systems until your access is restored, which can cause significant delays.
- **Verify first:** Always check the IP address or phone number associated with the login attempt before marking it as fraudulent.
- **When in doubt, call:** If you receive a DUO notification that seems suspicious, do not immediately mark it as fraudulent. Instead, contact the [IT Help Desk](#) so we can quickly investigate and help prevent an unnecessary account lockout.

Thank you for helping us keep your account secure and accessible.

Windows 10 support ends October 14!

Microsoft is officially retiring support for Windows 10 this month. After October 14, Microsoft will no longer provide Windows 10 devices with security patches, updates, or technical assistance. Windows 11 offers improved performance, enhanced security, and a modern design

What this means for you:

- Your computer will still run, however, it is more vulnerable to attacks as new vulnerabilities go unpatched
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- Microsoft 365 apps on Windows 10 will lose support, risking performance or compatibility issues.

Next steps:

- Use Windows Update to see if your PC qualifies for a free upgrade to Windows 11.
- Back up your data.
- Contact the [IT Help Desk](#) for assistance.

Watch this [short video](#) for an introduction to the changes.

Microsoft Publisher Deprecation

Microsoft has announced that **Publisher will be retired in October 2026** and will no longer be included in Microsoft 365 after that date. If you currently use Publisher for creating documents or flyers, we encourage you to begin exploring alternatives such as Microsoft Word, PowerPoint, or Designer. Microsoft has a [page to help you](#) with the transition.

Stay Informed with NKU IT's "X" Account

Follow the [NKUCIO "X"](#) account (previously Twitter) for the latest IT updates, technology tips, and important announcements. Stay ahead with real-time information on system maintenance, security alerts, and more. Don't miss out – stay connected with IT on "X".

Cybersecurity Event

NKU is hosting a [Cybersecurity Symposium](#) on campus, Friday, October 17. Leading experts will be featured, discussing Artificial Intelligence, the latest threats, emerging trends, and best practices for staying secure. This symposium is open to all interested parties, including NKU affiliates and professionals from other organizations. Registration is required.

Computer Hardware and Software Purchases

The purchase of any computer-related hardware or software must go through an approval process. Please complete the [IT Procurement Policy Request Approval](#) form to assist IT in evaluating your request. There are multiple reasons for this process...1) Confirm vendor and pricing; 2) Compliance with standards; 3) Opportunity for IT to

suggest alternatives or adjustments to the order; 4) Compliance with security requirements.

Because the university uses a wide variety of discipline-specific hardware and software, IT wants to be aware of these, but does not try to obstruct them. But for that reason, IT also can't support everything, so we have created a [form to complete for these "exceptions."](#)

In the case where a purchase requires IT assistance to implement (beyond what would normally just be a Help Desk ticket), it likely qualifies as a "project." For projects, IT ensures the right resources are available to fit the timeline requested. If IT assistance is needed, please complete the [IT project request form](#).

DUO Multifactor Authentication

In our ongoing efforts to fortify our campus's digital defenses, we're excited to continue Multifactor Authentication (MFA) for all faculty, staff, and students — a crucial step in safeguarding your online experience, especially when accessing the campus network remotely.

If you have a smartphone, we encourage you to download the DUO Mobile app for a smoother and more secure login experience. With the app, you can simply tap “Accept” instead of manually entering a text message code, saving you time and reducing NKU costs. Comprehensive guides are readily available in our [IT Knowledge Base](#). If you need help setting it up, contact the [IT Help Desk](#), where our team will be happy to assist you!

NOTE: If you accidentally enter the wrong phone number or change your phone number, please contact the Norse Tech Bar or the IT Help Desk for assistance.

Open Labs

The following computer labs are operated by IT, open to all students, and available during each building's open hours.

All labs have printing available. You may want to remind your students that each semester [printing funds](#) are added to their All-Card.

Location	Computers
BC 364	Windows

FH 253	Windows
GH 322	Mac
SC 3rd & 4th Floor	Windows
SL 1st Floor	Windows and Mac
SL 4th Floor	Windows
UC 252 (Norse Tech Bar)	Windows and Mac

<https://it.nku.edu/>

Check our website for the latest system alerts and news.

Follow updates on "X" [@NKUCIO](#)