Periodically the Information Technology (IT) Division will provide items of interest to inform and assist college personnel with IT matters.

1. **FYI: Pensacola State College** (formerly Pensacola Junior College) has new website and email addresses. The new web site is [www.pensacolastate.edu](http://www.pensacolastate.edu) and the email addresses will end in [@pensacolastate.edu](mailto:@pensacolastate.edu) although [pjc.edu](http://www.pensacolastate.edu) will still work for a period of time.

2. Be sure to record a short professional **voicemail greeting** on your college phone. The system default greeting may be confusing to callers. Need to change your recording of your name or change your password on your college voicemail? The unlisted option to change these is ‘5’.

3. Be aware of the items and information you post to **social networking sites** such as the very popular ‘Facebook’. Some of these sites continue to make policy and programming blunders that expose personal information to other people and other web sites.

4. Fast Fact: **160 billion emails** are sent daily, **97%** of which are **spam**. The energy that could be saved with the elimination of all spam would power **2.4 million homes** for a year.

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**IT Helpdesk, extension 5396 - helpdesk@nwfsc.edu** Use **college form 18 (IT Service Request)** to make requests for service, installation or help.