

## Creating an iTunes University Account at CSM

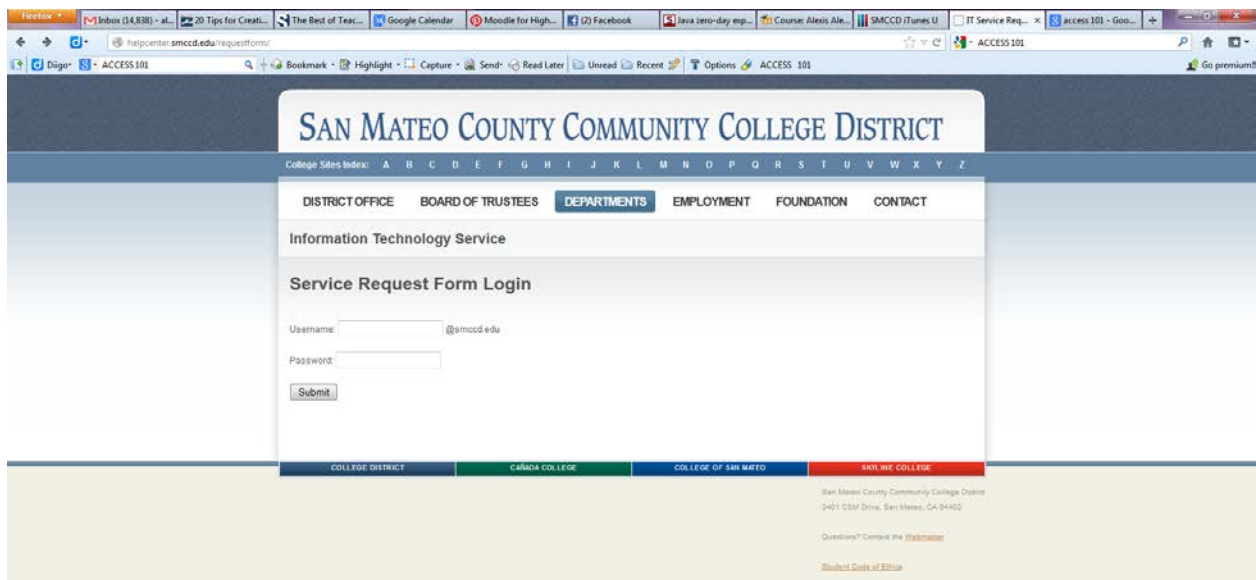
Do you have podcasts you would like to make available to students?

iTunes U is a free, hosted service from Apple for colleges that provides easy access to instructor educational content, including lectures and interviews, 24 hours a day, 7 days a week.

Instructors can easily post and change content without impacting the IT department, and students can download, listen to, and view content on their Macs, PCs, iPods, iPads, and SmartPhones.

To begin using iTunes University at CSM you must request an account following the steps below.

<http://helpcenter.smccd.edu/requestform/>



The screenshot shows a web browser window displaying the San Mateo County Community College District website. The page title is "SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT". Below the title is a navigation menu with links for "DISTRICT OFFICE", "BOARD OF TRUSTEES", "DEPARTMENTS", "EMPLOYMENT", "FOUNDATION", and "CONTACT". The "DEPARTMENTS" link is highlighted. Below the navigation menu is the "Information Technology Service" section, which contains the "Service Request Form Login" form. The form has two input fields: "Username:" and "Password:". The "Username:" field has a placeholder text "@smccd.edu". Below the input fields is a "Submit" button. At the bottom of the page, there is a footer with the following text: "San Mateo County Community College District", "3401 CSM Drive, San Mateo, CA 94402", "Questions? Contact the Helpmaster", and "Student Code of Ethics".

Firefox - Inbox (14,888) - at... 20 Tips for Creati... The Best of Teac... Google Calendar Moodle for High... Facebook Java zero-day exp... Course: Alexis Ale... SMCCCD iTunes U IT Service Req... access 101 - Goo... ACCESS 101

helpcenter.smccd.edu/requestform/menu.php

College Sites Index: A B C D E F G H I J K L M N O P Q R S T U V W X Y Z


DISTRICT OFFICE BOARD OF TRUSTEES DEPARTMENTS EMPLOYMENT FOUNDATION CONTACT

Information Technology Service

You are logged in as: Alexander, Alexis ( [Log Out](#) )

### IT Service Request Form Options

Please select an option:

-  **Helpcenter**  
Submit technology requests
-  **Email Request**  
Forward your email request
-  **MySmccd**  
Request a @my.smccd email spam filter
-  **iTunesUniversity**  
Request a course folder to host your podcasts on iTunes University
-  **Request Microsoft Outlook Conference Room**  
ITS can setup your conference rooms in exchange, allowing people to book them in outlook.

[Create Request](#)

Choose iTunes University  
and click create request

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helpcenter.smccd.edu/requestform/form\_itunesu.php

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DISTRICT OFFICE BOARD OF TRUSTEES DEPARTMENTS EMPLOYMENT FOUNDATION CONTACT

Information Technology Service

You are logged in as: Alexander, Alexis ( [Log Out](#) )

### iTunesUniversity Request Form

[Back to Main Menu](#)

**Contact Information**

First Name:  College:

Last Name:  Location:

Email:  Phone:

**iTunesU Account Information**

Course Division:

Course Department:

Course Name:

Due to the amount of resources it takes to generate an account, only employees who have completed a podcast, that they are ready to publish, will be given access.

Have you completed a podcast that you would like to publish?

Yes

No

[Submit](#)

- Download/printout the [iTunesU Quickstart User's Guide](#).
- Download iTunes and install on your computer, if necessary.
- Enter the SMCCD iTunes U site via this Instructor address:  
<http://www.smccd.edu/cgi-bin/itunesu/instructoremailname.pl>  
and login using your SMCCCD email address and password
- Select College Course icon for your campus
- Find Your Course icon and click it
- Select Edit Page link
- Edit Instructor info, Course Info and Tab info
- Select the "Upload" link.
- Browse to find the file on your hard disk. Upload materials.