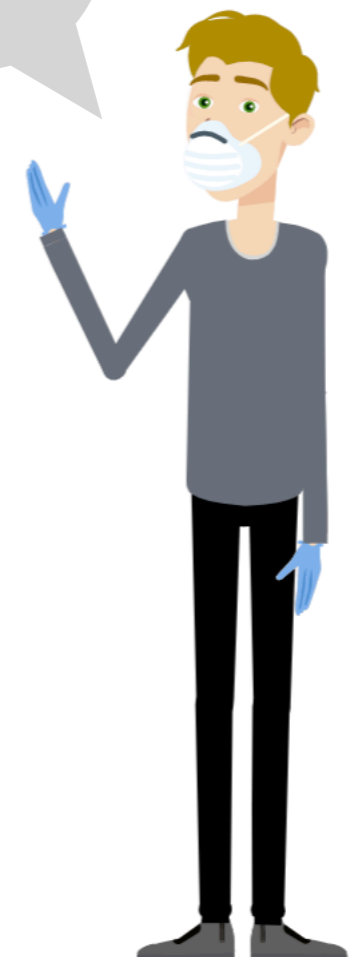
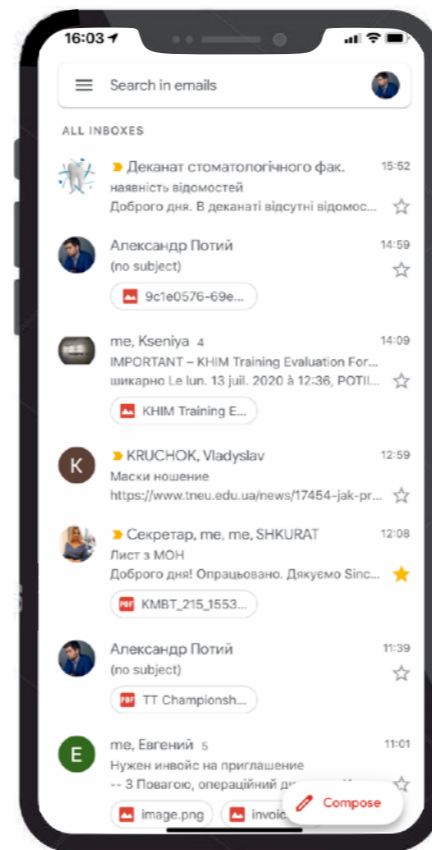
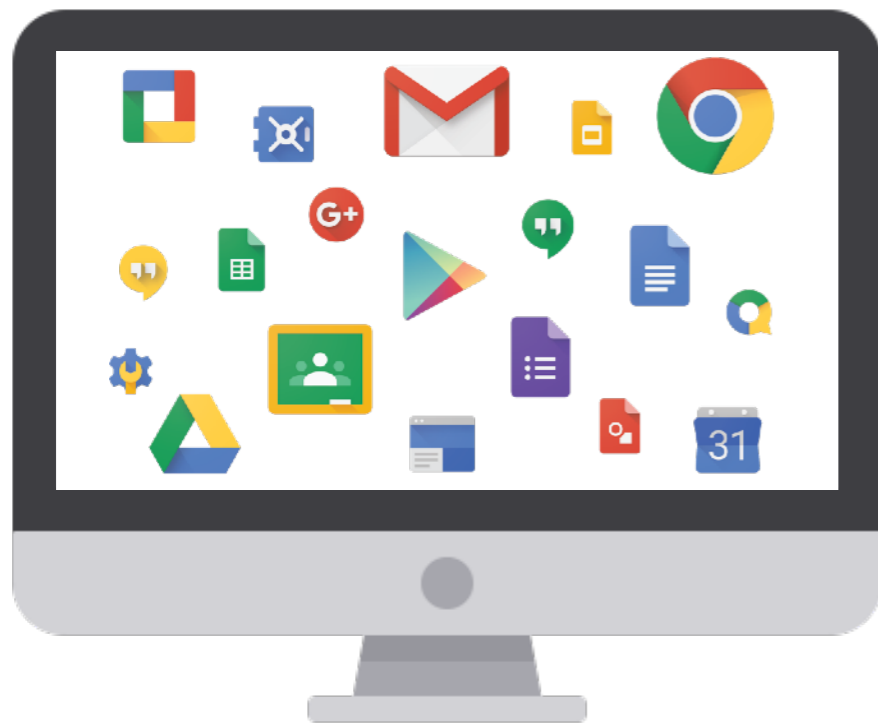


Corporate account @kmu.edu.ua

Hi there!
My name is Alex.
I want to tell you about lots
of possibilities you get with
corporate account on
@kmu.edu.ua.

Scroll down!



example @kmu.edu.ua

Corporate Email assigned to domain kmu.edu.ua provides you with:

- Belonging to the corporate network of Kyiv Medical University;
- Full access to all Google Apps (incl. Google Apps for Education);
- Unlimited capacity of Google Drive storage;
- Access and easy search for files in the corporate space;
- Intuitive search for your colleagues' email addresses;
- Enhanced protection for the data you store on your Google Drive.

Why is my University Email ends with @kmu.edu.ua.?

What advantages it gives?

Let's figure it out!



example @kmu.edu.ua

Corporate Email assigned to domain kmu.edu.ua provides you with:

- Possibility of using the ACS of the university;
- Unlimited access to the "Educational Portal";
- Access to student service resources - ordering certificates, working off missed classes;
- Access to library;
- Access to distance learning resources: Google Classroom & Google Meet.

Why is my University Email ends with @kmu.edu.ua.?

What advantages it gives?

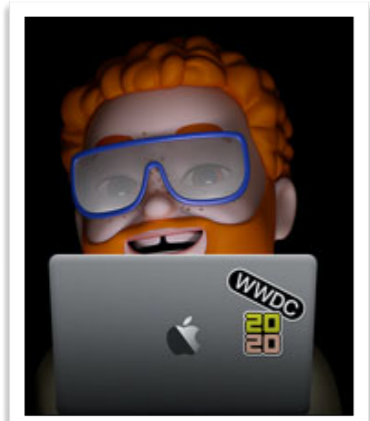
Let's figure it out!



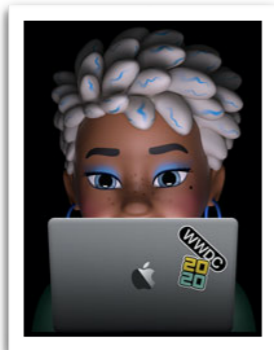
Belonging to the corporate network of Kyiv Medical University

@gmail.com

@kmu.edu.ua



vanya@gmail.com



blondie@gmail.com



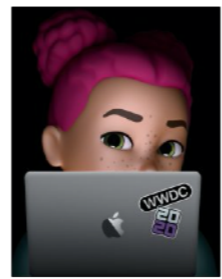
lena145@gmail.com



pirat-jack@gmail.com



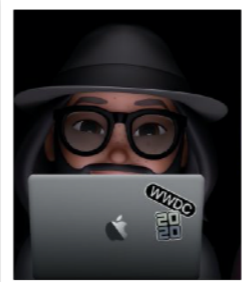
pinky@gmail.com



a.surname@kmu.edu.ua



a.surname@kmu.edu.ua



a.surname@kmu.edu.ua



a.surname@kmu.edu.ua



a.surname@kmu.edu.ua



a.surname@kmu.edu.ua

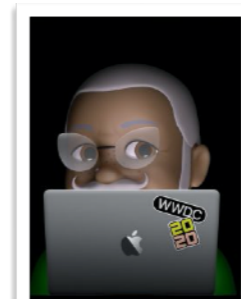


a.surname@kmu.edu.ua



a.surname@kmu.edu.ua

BOSS

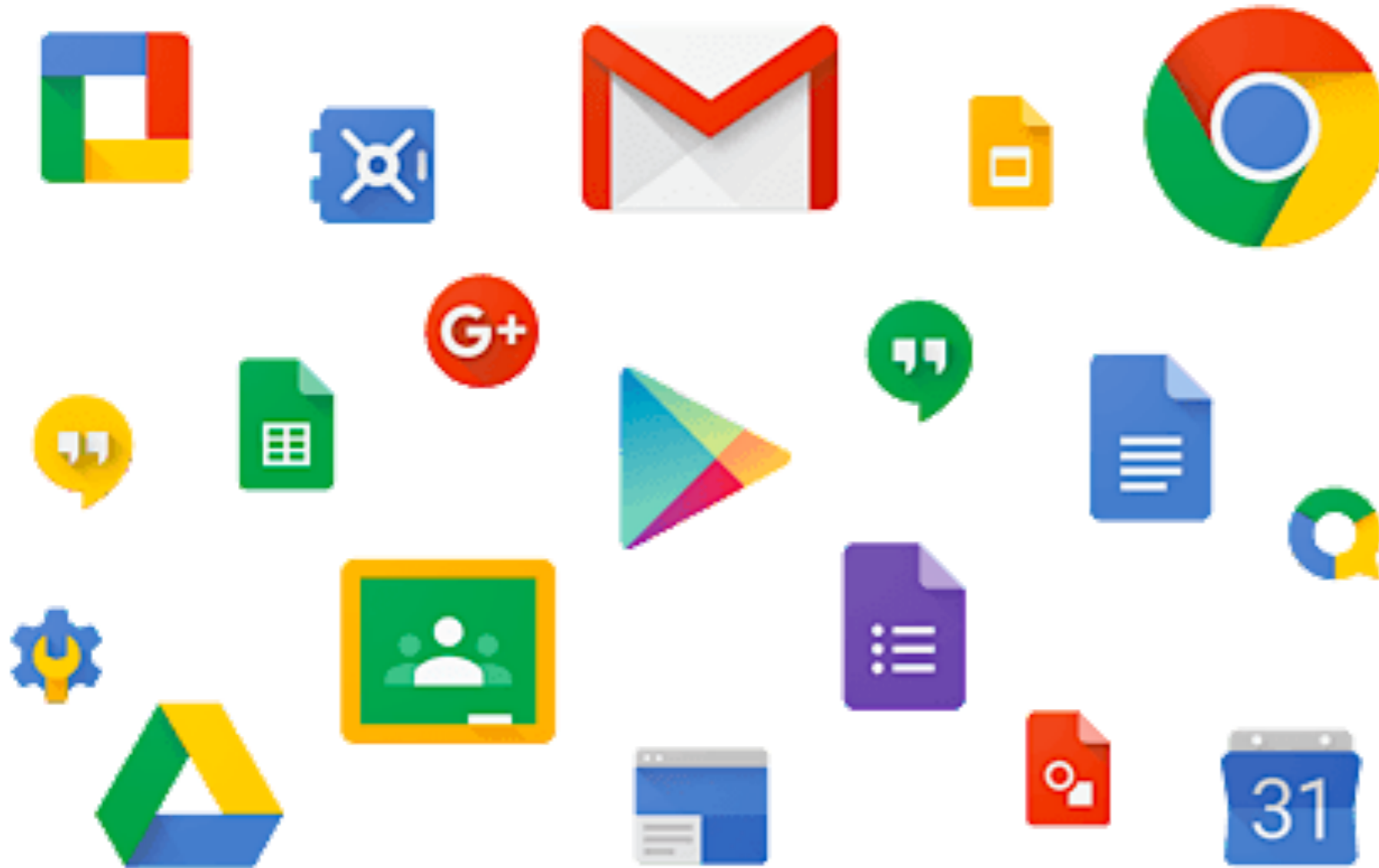


a.surname@kmu.edu.ua

Corporate accounts are not isolated and independent Google accounts. They are networked and organized into groups depending on the department (for employees) and the faculty and the group (for students).



Full access to all Google Apps (incl. Google Apps for Education)



With a corporate account, you can use the advanced Google Apps suite.



Unlimited capacity of Google Drive storage

@gmail.com



Google Drive

15 GB

@kmu.edu.ua



Google Drive

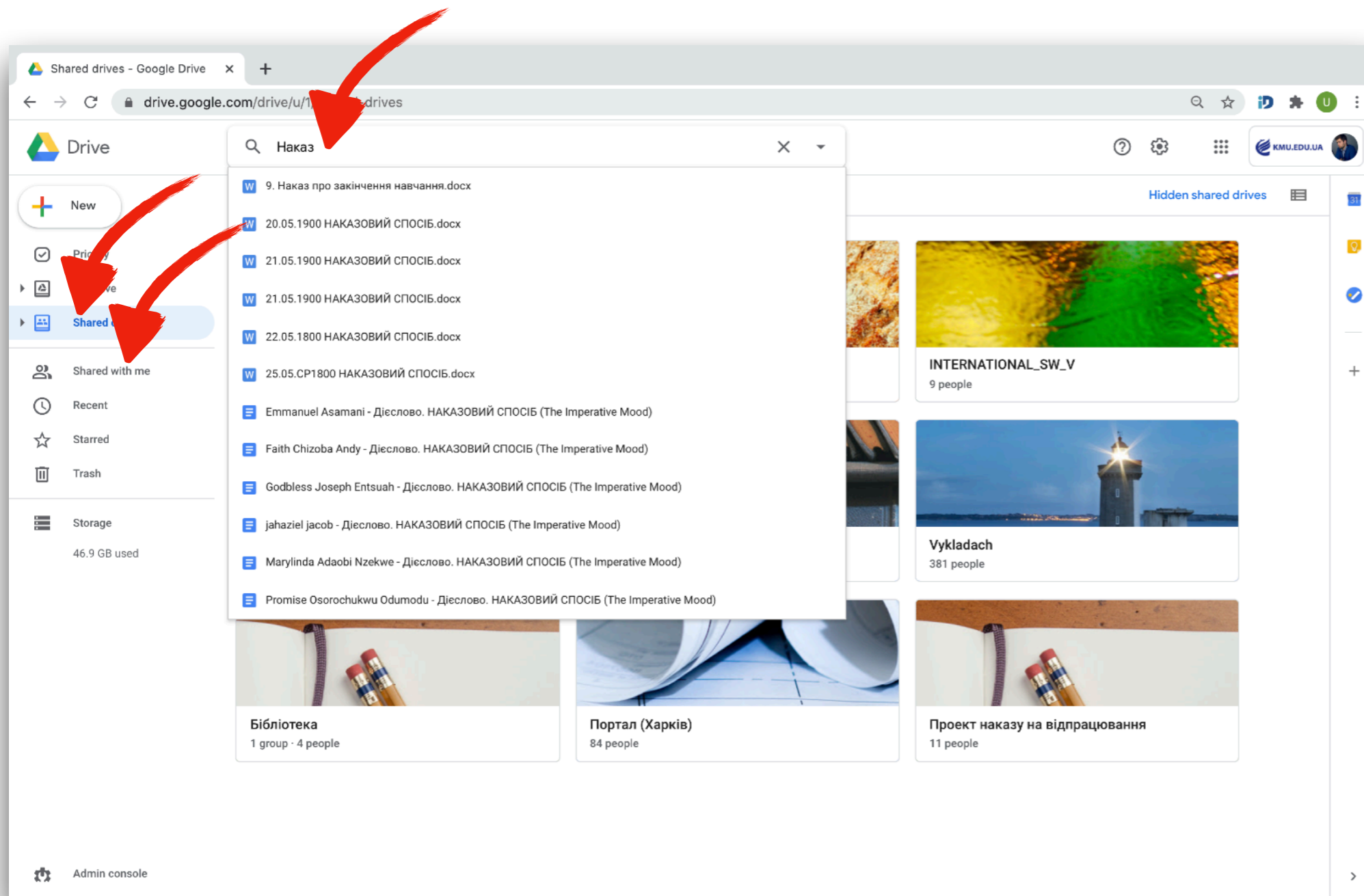
∞ GB

The usual Google user only has only **15 gigabytes** of free cloud storage.

Corporate account user - **unlimited capacity.**



Access and easy search for files in the corporate space

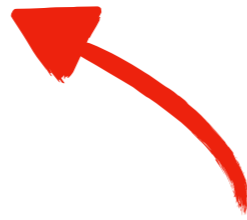


Go to "Shared drives" or "Shared with me" to view or edit the files that are shared with you. Start entering the name of a file or folder and the system will show all the materials available to you.



Intuitive search for your colleagues' email addresses

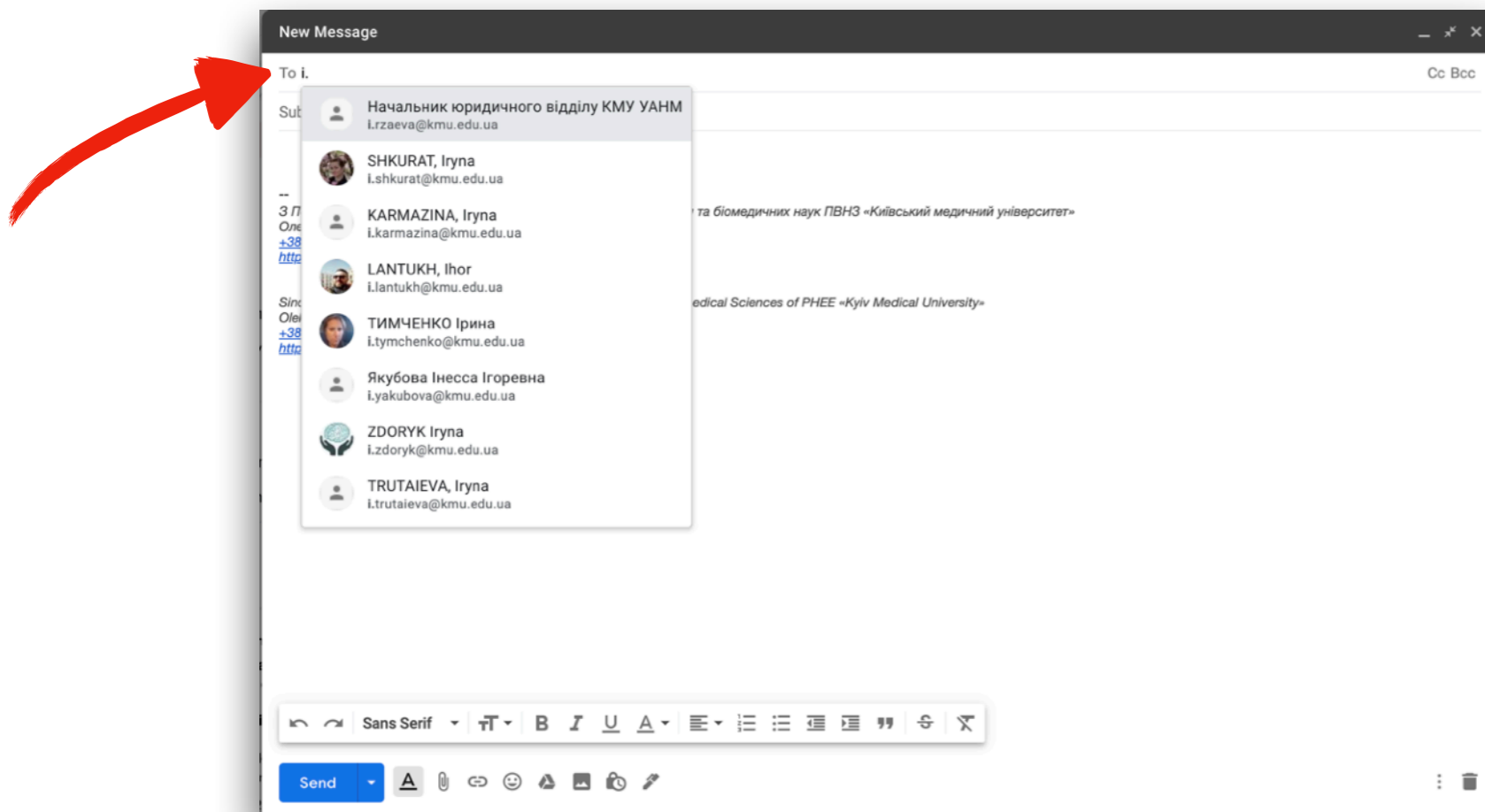
i.ivanov@kmu.edu.ua



First letter of a Name

Surname in English transliteration

All corporate E-mail addresses are formed with the same algorithm. Just start entering the last name of the person you want to send the letter to or share the file and the system will show you all the corporate addresses that match the search.



Ability to use the Automatic Control System (ACS) in University

Management functions of ACS:

- Electronic registration, data processing and document circulation in a single information system for each structural unit separately and the institution as a whole;
- Planning, control and analysis of educational activities;
- Prompt access to information that accompanies the learning process;
- Unified system of reports, both internal and according to the requirements of the Ministry of Education and Science of Ukraine;
- Data security system taking into account the requirements of the legislation.

ACS is a modern automated control system of the educational process for higher education institutions. It significantly increases the speed and improves the quality of work with the cohort of students and staff, ensures the reliability and integrity of management in general.



Unlimited access to the "Educational Portal"

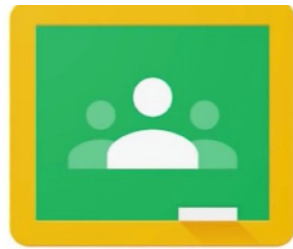


The Educational Portal is a huge repository of useful educational (for students) and office (for employees) materials. Follow the QR code and try it!



The screenshot shows the website of the Kyiv Medical University. At the top, there is a navigation bar with links: About KMU, Admissions, Academics, Postgraduate Education, Research Work, International Collaboration, COVID-19, and PrExam. Below this is a secondary navigation bar with: HOME, NEWS, TUITION FEES, PORTAL, KHARKIV INSTITUTE, and Apply here. The main content area features a large banner with the university's logo and text in Ukrainian: "№1 В РЕЙТИНГУ КРАЩИХ ПРИВАТНИХ ЗАКЛАДІВ ВИЩОЇ ОСВІТИ". To the right of the banner are two award seals: "ТОП 10 2019" (1st place among private higher education institutions in Ukraine) and "ТОП 200" (8th place among 200 in the "Highest ZNO score on contract" ranking). At the bottom, there are sections for "NEWS | All News" and "ESSENTIALS" with links like "Direct Contact With the Rector" and "Medical care for students of KMU".

Access to distance learning resources: Google Classroom & Google Meet.



Google Classroom



For Faculty Members



For Students



Google Meet



Google Classroom - a great service for organizing distance learning.
Google Meet - a convenient and easy-to-use tool for group video calls and online classes.
Please see instructions (link for QR codes)



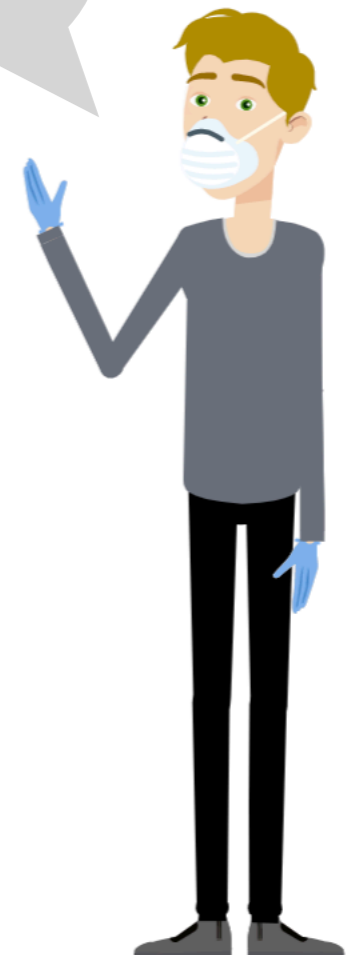


Google Drive

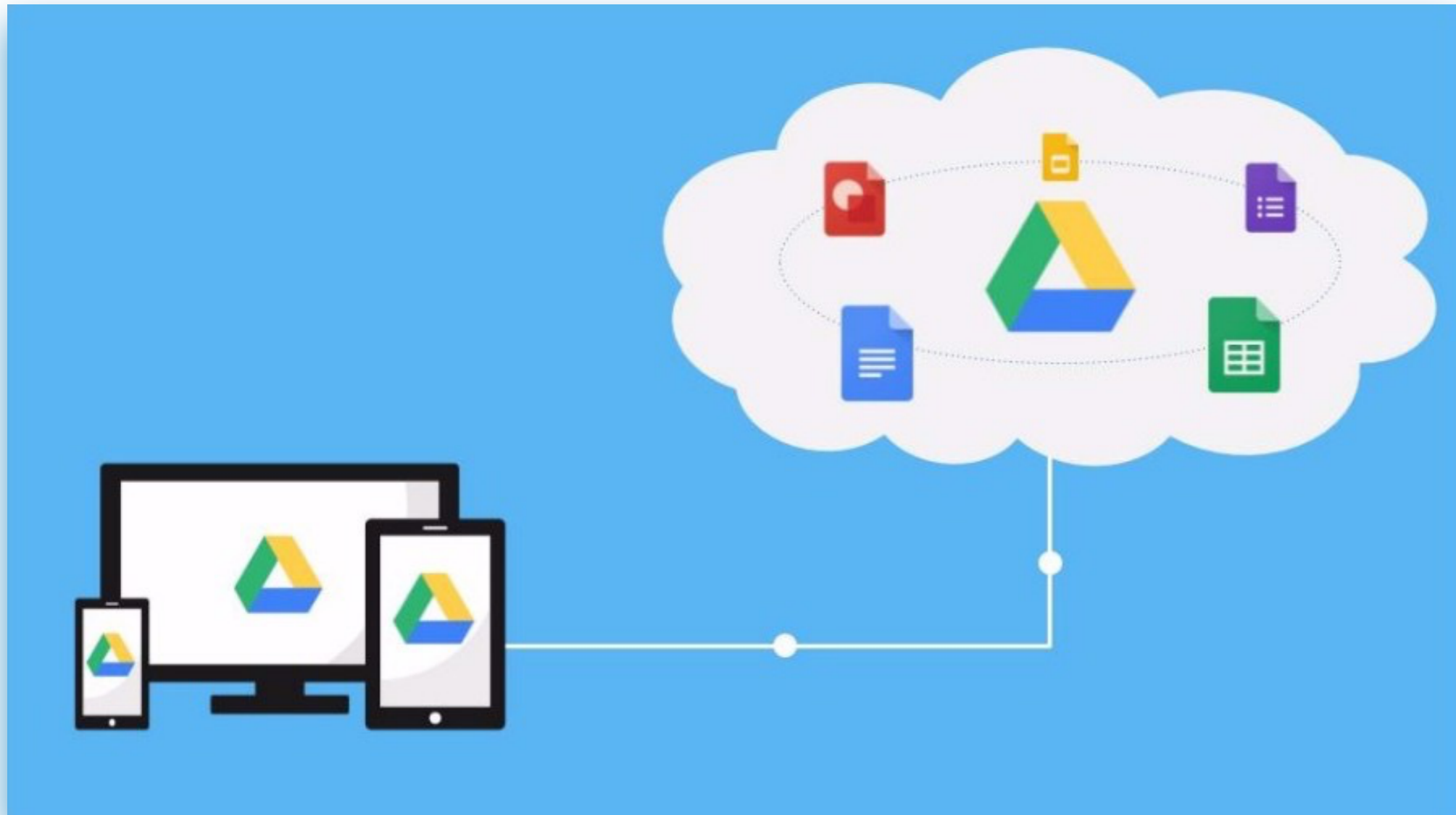
- What is Google Drive?
- What can be created and stored on Google Drive?
- Levels of access and restriction of access;
- Useful tips – what and in which case is better to create?
- Google Drive culture and ethics.

Probably the most important Google application is Google Drive.

Let's understand it in more detail!



What is Google Drive?



Google Drive is a cloud data storage owned by Google Inc. It allows users to store their data on servers in the cloud and share it with other users on the Internet.



What can be created and stored on Google Drive?



Google Docs



Google Sheets



Google Slides



Google Forms



Google Sites



Google My Maps

You can store files of **any format and size** on Google Drive.
You can create and edit some particular types of files (and more).





Google Documents

The screenshot shows a Google Document titled "Kyiv Medical University FAQ" in a browser window. The document content includes:

Kyiv Medical University Student Support Service

The Student Support Service aims to help International students to adapt to the University and Ukrainian culture in a proficient and simple way. Every **international** student can tell us about his/her problem and receive support and guidance on a wide range of academic and personal issues. Listed below is some essential information regarding the legalization of stay, accommodation, insurance, transportation, culture etc. that will help you to plan your stay in Kyiv and manage your day-to-day challenges.

For additional information regarding application process and student's welfare please contact International Department: invites@kmu.edu.ua, k.kachan@kmu.edu.ua

If you are already a student at Kyiv Medical University (hereinafter "KMU") and have questions regarding academic issues please contact International Dean's Office: inter.dean@kmu.edu.ua

We are always ready to assist you and answer all your queries.

To receive news from Kyiv Medical University regarding student life and events you may get in touch with the University via Instagram https://www.instagram.com/kyiv_medical_university/?hl=uk and Facebook <https://www.facebook.com/KMU.EDU.UA/>

FAQ:

1. Prior to Arrival

What are the requirements for admission?

For a Master's degree, you have to have a diploma of secondary education (school leaving certificate or corresponding document from your country legalized in Ukraine). For more information, please refer to "**Admission Requirements**" section.

How should I prepare to study in Ukraine?

We recommend you to prepare for your departure very carefully and as early as possible. It is often difficult and time-consuming to complete all formalities and prepare the necessary papers.

Before you leave:
Get Ukrainian visa (type D13 or "student visa"). Contact the closest Embassy or Consulate of

A comment box is open over the word "Foreign" in the text, showing the user "POTII, Oleksandr" and the text "Replace with Foreign". The comment box has "Comment" and "Cancel" buttons.

Google Document is a regular Microsoft Word document, but created in the **cloud**.
The main feature - you can edit it on drive and see the changes in real time. Editors can be an unlimited number of users.





Google Sheets

Google Sheets is a regular Microsoft Excel document, but created in the **cloud**.

The main feature - you can edit it on drive and see the changes in real time. Editors can be an unlimited number of users.

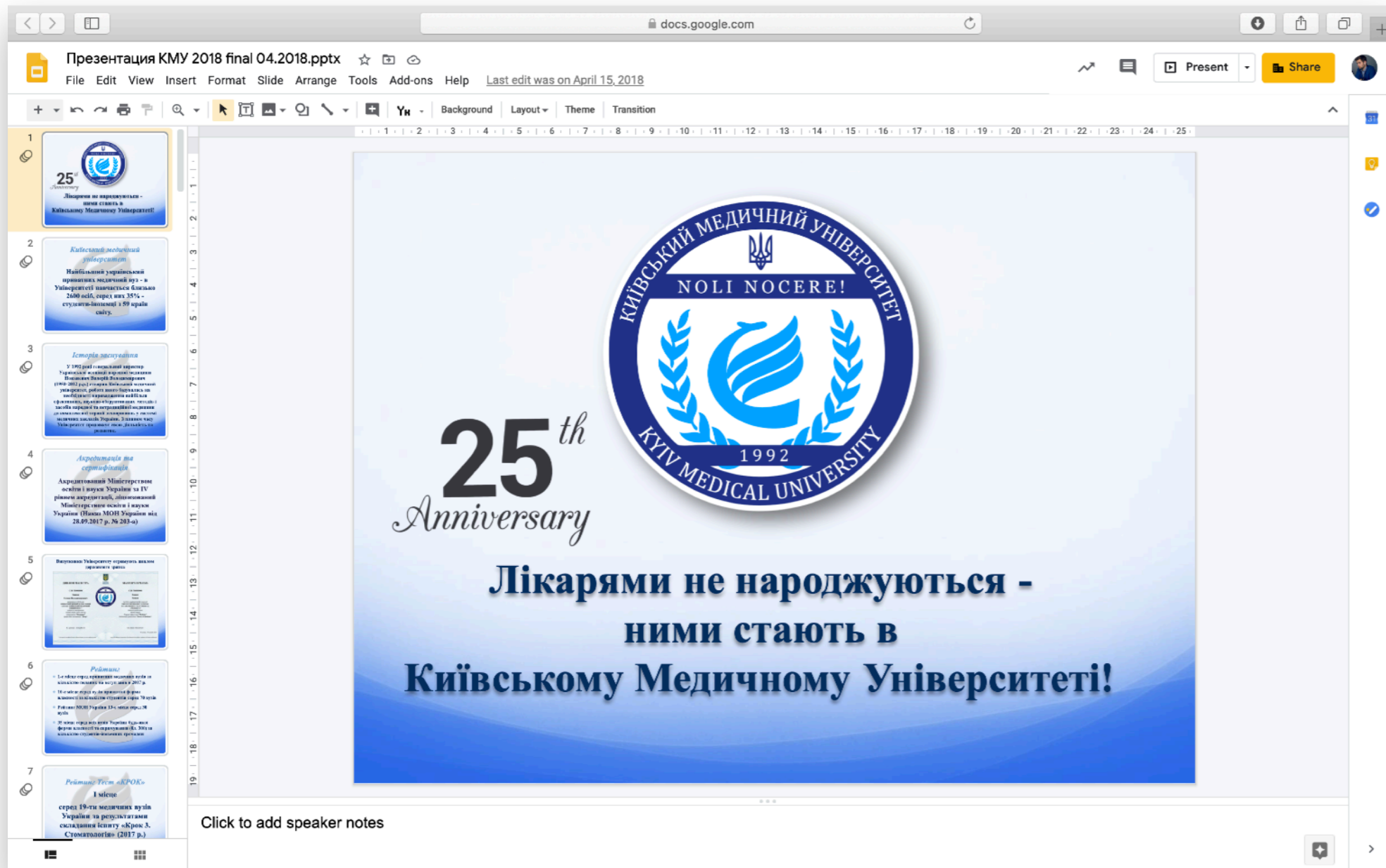
BOOK	AUTHOR	VIEW	TOTAL QUANTITY	CODE	QUANTITY LEFT	
History of Medicine	F.Ya.Stupak	https://drive.google.com	50	601	48	
№	Surname	Name	Group	Book №	Date of giving	Quantity
1	Odumah	Naomi Ojoshimite	XMa 1801 в			
2	Sahoo	Satyajeet	XMa 1801 в			
3	Lisinge	Edwin Teke	XMa 1801 в			
4	Nanda	Manas Ranjan	XMa 1801 в			
5	Kaliappu	Prithiviraj	XMa 1801 в			
6	Lukpata	Rex Ogana	XMa 1801 в			
7	Ntim-Aburam	Samuel	XMa 1801 в			
8	Anumalla	Rohith	XMa 1801 в			
9	Khan	Amir	XMa 1801 в			
10	Mahapatra	Sandeep	XMa 1801 в			
11	Kadakol	Vrushabh Balappa	XMa 1802 в	601 0009		
12	Abdul Salam	Azim	XMa 1802 в	601 0007	01.03.2018	
13	Bangalore Gopal Krishna	Harshitha	XMa 1802 в			
14	Gupta	Shruti	XMa 1802 в			
15	Aduri	Vss Sai Sree Satwik	XMa 1802 в			2
16	Sridhar	Reshma	XMa 1802 в	601 0007	29.03.2018	
17	Chowdhury	Rohan	XMa 1802 в	601 0009	29.03.2018	
18	Adedire	Esther Adenike	XMa 1802 в			
19	Ogbodo	Cecilia Perpetua	XMa 1802 в			
20	Ali	Mohamed Khalid Abdallah Ahm	XMa 1802 в			
21	Raj	Rishi	XMa 1803 в			
22	Das	Nachiketh Thippeswamy	XMa 1803 в			
23	Khalid	Hamza Bin	XMa 1803 в			
24	Zala	Aniruddhasinh Dipaksinh	XMa 1803 в	601 0011		
25	Kumar	Dushyant	XMa 1803 в			
26	Kallihal	Vinay Rudresh	XMa 1803 в			
27	Manna	Arnab	XMa 1803 в			
28	Muchakayala	Roopesh Yadav	XMa 1803 в			
29	Parida	Akash	XMa 1803 в			
30	Padhi	Debiprasad	XMa 1803 в			
31	Mohammad	Abdullah	XMa 1803 в			1
32	Lokesh Reddy	Tharun Kumar	XMa 1804 в			
33	Padvi	Jesalkumar	XMa 1804 в			
34	Karunakaran Kanaga	Tamizhiniyan	XMa 1804 в			

Висят книги на студентах которые отчислены:					
27	BADHORIA	TUSHAR	3	601 0038	01.03.2018
28	BASRAN	PRITHVI	3	601 0047	01.03.2018





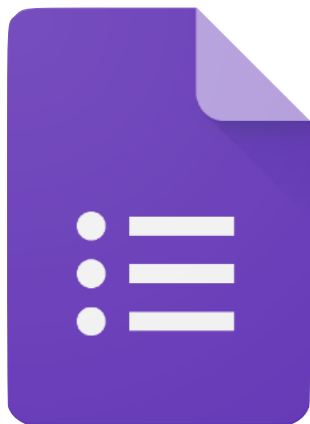
Google Slides



Google Slides is a regular Microsoft Power Point document, but created in the **cloud**.

The **main feature** - you can edit it on drive and see the changes in real time. Editors can be an unlimited number of users.





Google Forms



Google Forms is a tool for testing, surveys, questionnaires and data collection of various types and formats. You can learn more about the possibilities of creating tests in Google forms by following the link (QR code)

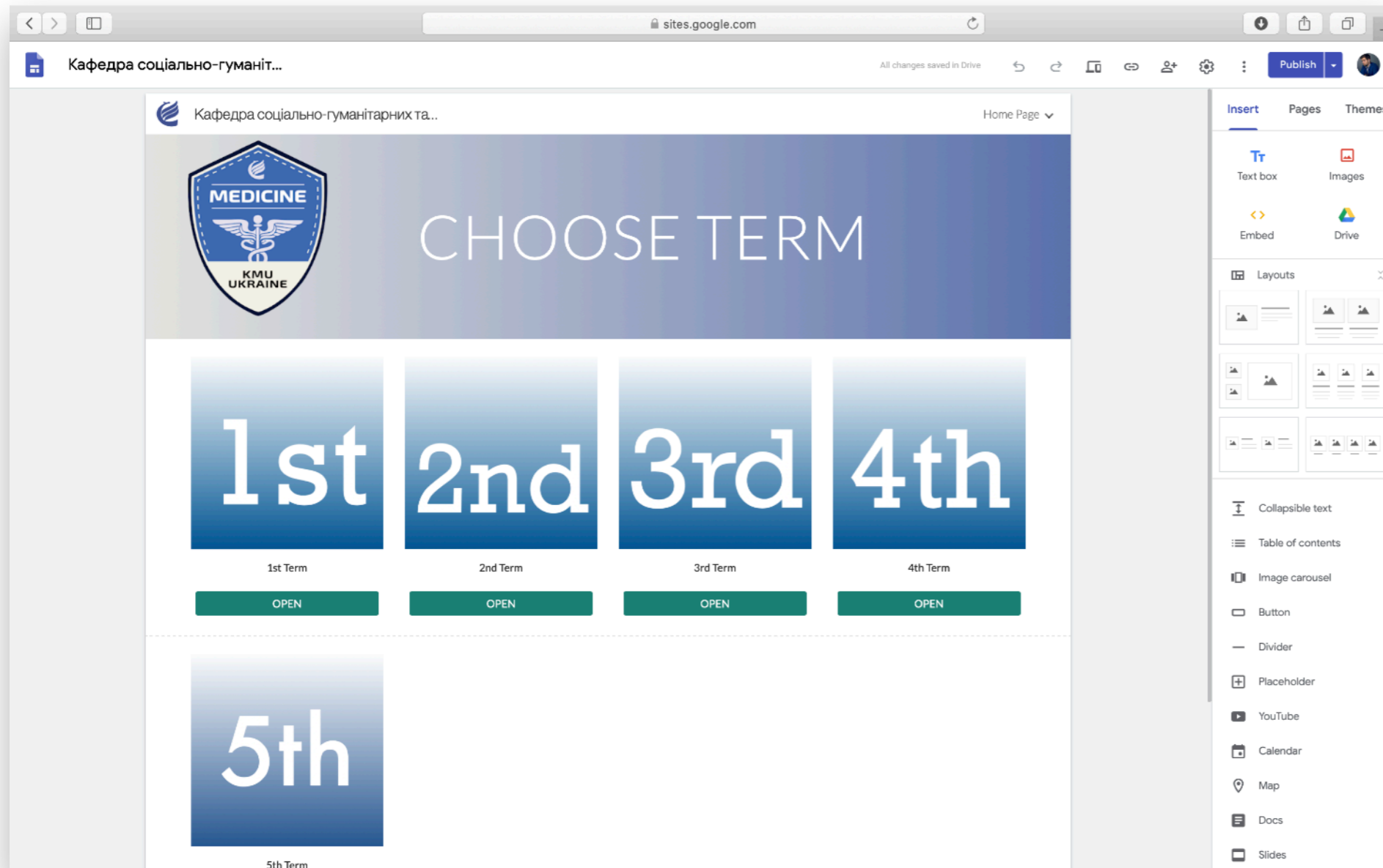
A screenshot of a Google Form titled "KHIM Training Evaluation" in a web browser. The browser's address bar shows the URL: docs.google.com/forms/u/1/d/1W4ASu0kn-fluZenAfg03dYiGzDui70lug28Qo6pyH3E/edit?allow_large_form. The form header includes the logo and name of the "ХАРКІВСЬКИЙ ІНСТИТУТ МЕДИЦИНИ ТА БІОМЕДИЧНИХ НАУК" (KHARKIV INSTITUTE OF MEDICINE AND BIOMEDICAL SCIENCES). The form is divided into sections, with the first section containing three questions: "Email address" (with a validation message "Valid email address" and a "Change settings" link), "Name, Surname" (short answer text), and "Choose your Semester" (radio button options for Semester 2, 3, 4, and 5). The browser interface includes a "Send" button and a "Questions Responses" tab.

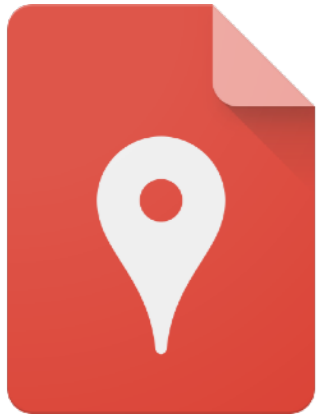


Google Sites



Google Sites is a tool which can help you very easily create your own site for any purpose. The functionality of such a site is very wide. At the University, for example, each department has its own website for posting educational materials. An example of one of these sites can be found at the link (QR code)





Google My Maps

Детские сады
34 перегляди
Усі зміни збережено на Диску

Додати шар + Поділитись
Переглянути

Слой без названия

- Індивідуальні стилі
- Пр-т Науки, 45/3
- Пр-т Героев Сталинграда, 1...
- Пр-т Победы, 64А
- Садовый проезд, 2А
- Ул. Волонтерская, 8
- Ул. Подлесная, 1А
- вулиця Петра Болбочана, 2...
- Частный детский сад Декарт
- Детский сад №279
- Детский сад-ясли № 127
- Детский сад-ясли № 281
- Детский сад-ясли №290
- Детский сад-ясли №323
- Детский Центр "школа Рад...
- Детский сад "Magic House"
- Детский сад "Magic House"
- Частный детский сад "Взлет"
- Детский сад №156
- Детский сад №425

Створюйте 3D-карти у сервісі Google Планета Земля
Створюйте реалістичні карти й історії, використовуючи 3D-зображення й Перегляд вулиць. [ЗРОЗУМІЛО](#) [ДОКЛАДНІШЕ](#)

Дані карт ©2020 Google Умови

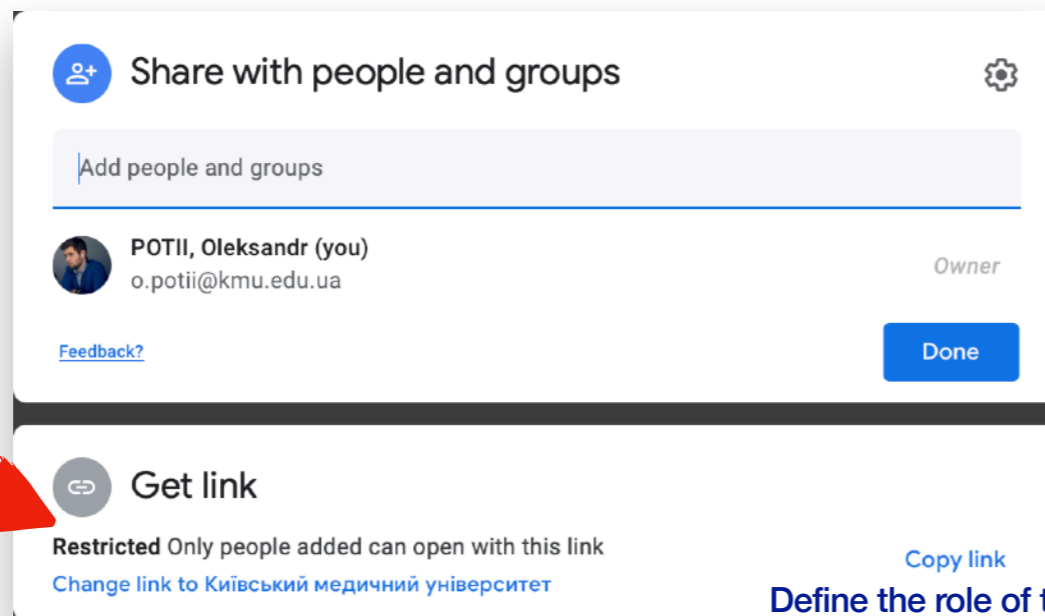
Google My Maps is a tool that allows you to easily map any labels or objects (but without publishing them) to a real map and share your map with colleagues. This tool can be useful when, for example, you are drawing up a business plan and want to clearly see all your competitors on one map.



Levels of access and restriction of access

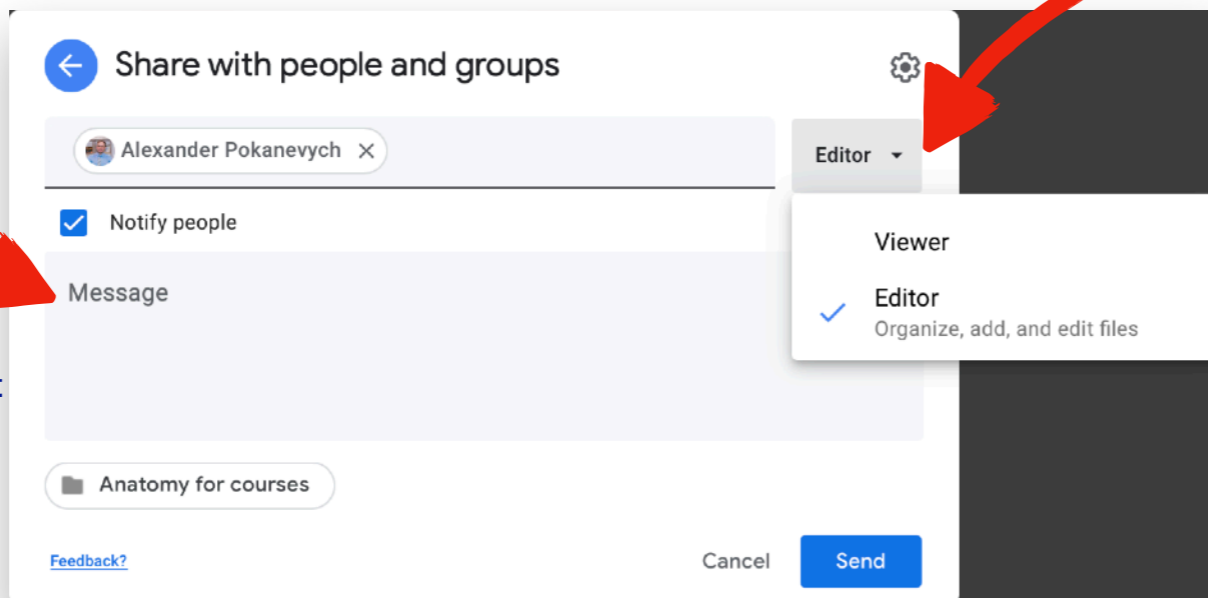
Option 1. Access for particular users

Add the email addresses of the specific people you want to share this file with



Define the role of the user (s): editor or viewer

Make sure access is restricted to the people you specify



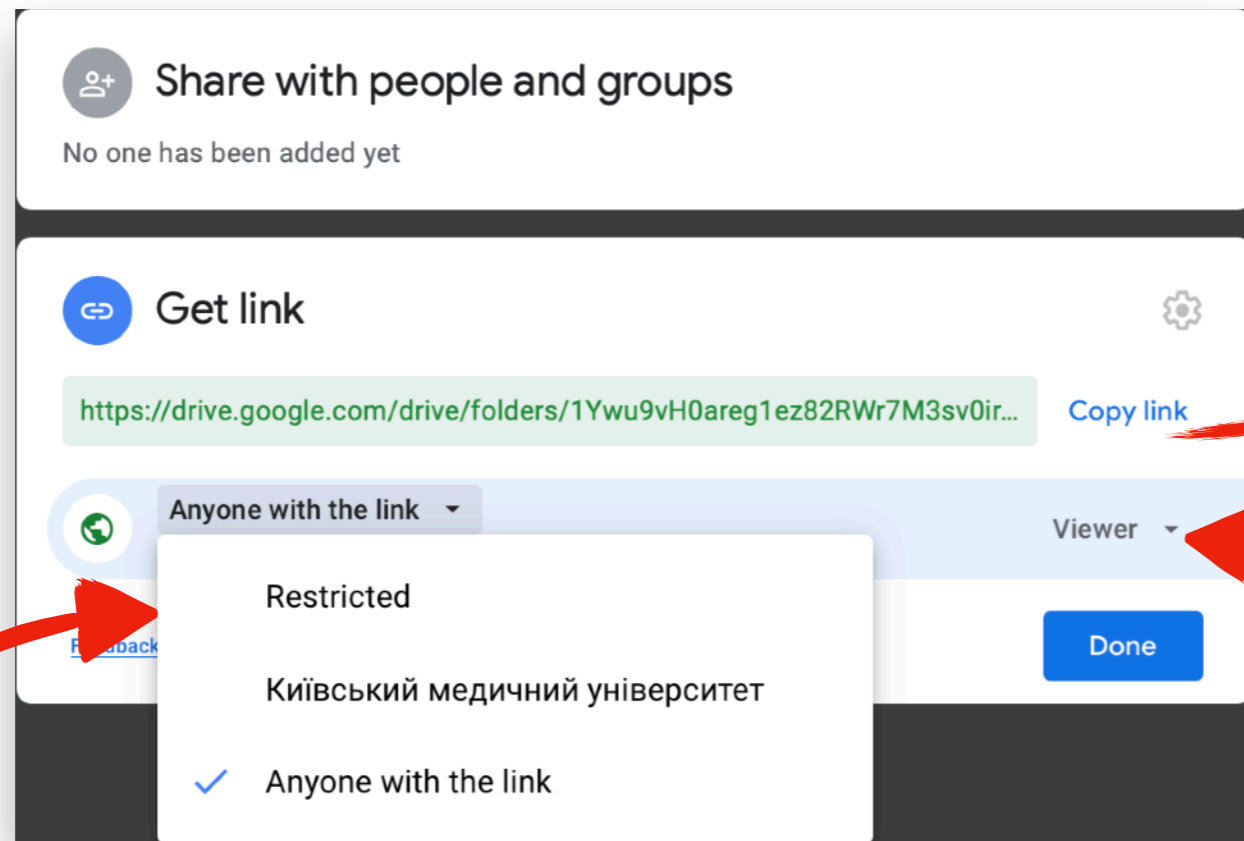
Add a message - a comment

When you add or create a file on drive, there are several options for who can see or edit the file. Let's figure this out!



Levels of access and restriction of access

Option 2. Access for groups (categories) of users



Copy a link

Determine which category of users will access the file by following the link

Define the role of the users: editors or viewers

When you add or create a file on drive, there are several options for who can see or edit the file. Let's figure this out!



Useful tips – what and in which case is better to create

Case №1: We want to jointly create and edit a regular document / table / presentation.

Solution: Create a Google Document / Google Spreadsheet / Google Presentation and grant the editor access only to those with whom you want to work in the document.

.....

Case №2: We want to collect data / conduct a survey / conduct testing.

Solution: Create a Google Form and carefully set the access criteria: choose whether the form will be available to users of non-corporate networks, whether the respondent will be able to provide more than 1 answer and whether the form will assign points for answers.

.....

Case №3: We want to create a user-friendly and visually appealing repository with different file types / business card for the event with registration and information.

Solution: Create a Google Site and turn on the imagination&creativity to the maximum.

As they say - Everything is good in its reason.
As everywhere, on Google Drive it is important to use sufficient tools in order to solve any problem as effectively as possible.
I have prepared a number of tips for you on which tools should be used when.

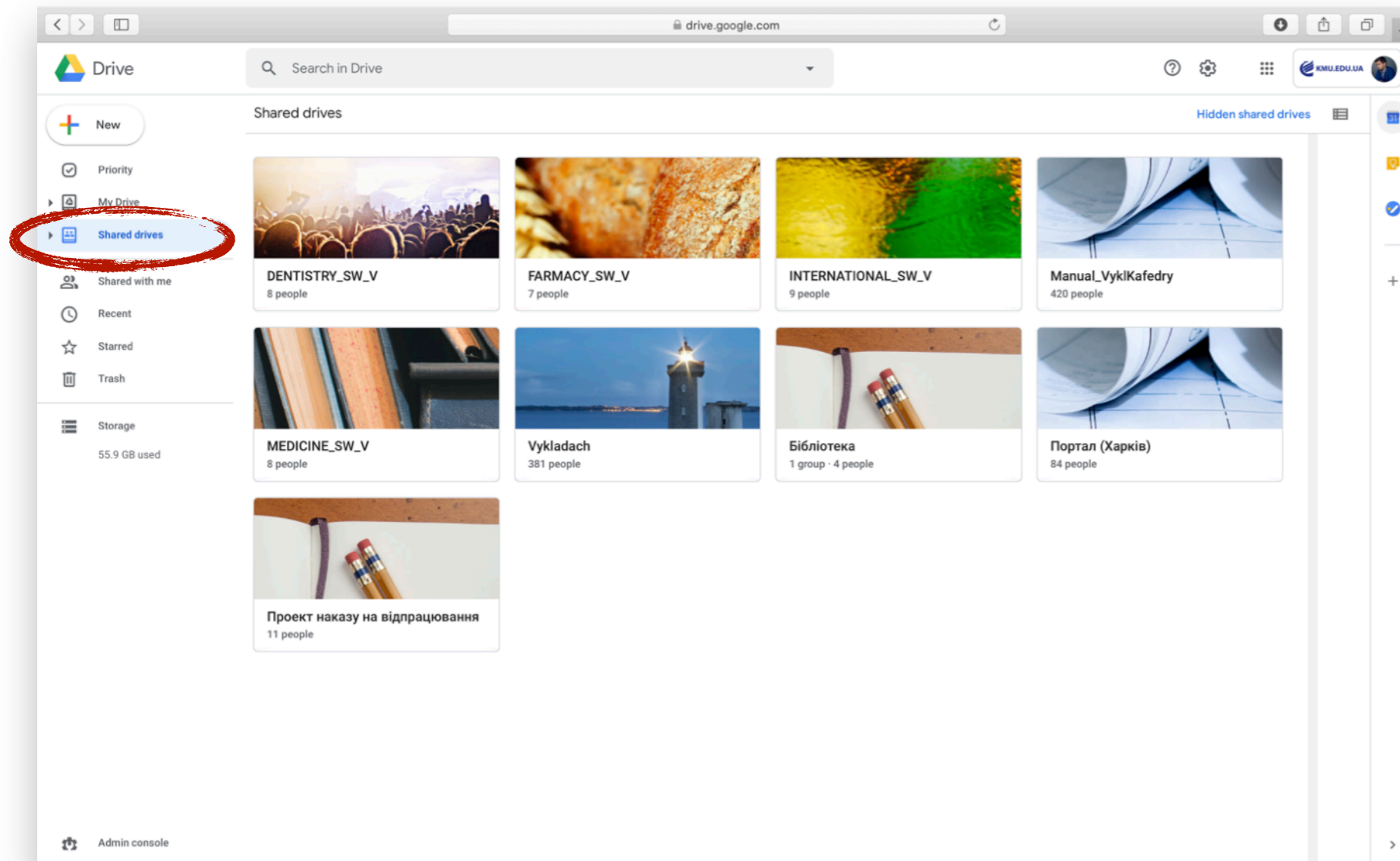


Useful tips – what and in which case is better to create

Case №4: We want to work together and spend some time with a group of colleagues on a joint project.

Solution: Create a Shared Drive - like a separate Drive in the middle of Google Drive, accessed only by a limited number of people. Inside it, the same rules apply as on Google Drive.

As they say - Everything is good in its reason.
As everywhere, on Google Drive it is important to use sufficient tools in order to solve any problem as effectively as possible.
I have prepared a number of tips for you on which tools should be used when.



Google Drive culture and ethics

Rule №1: Always think about who needs to see what you add to the disk.

Explanation: As explained earlier, one of the benefits of a corporate Google Drive is that it is easy to search for files in the corporate space if the file owner has allowed you to see them. Therefore, if you upload a file to drive only for your own use or for use (viewing) by a limited number of people, please restrict access to this group of email addresses. This will help avoid a lot of irrelevant search results for those who don't need your files and, on the contrary, will ask for a search for those who need them.

Rule №2: Order is main thing.

Explanation: When uploading files to drive, be sure to name them correctly. Also, if you have to upload several related files - create a folder - it will be easier for you and your colleagues.

Rule №3: Don't need it - delete.

Explanation: If a file or folder is completely out of date, delete it. Do not clutter the drive with outdated versions of files.

Rule №4: Respect the contribution of others.

Explanation: If you are jointly editing a document / spreadsheet / presentation on Google Drive, please do so in edit mode. In this way, the work of no team member will be lost, moreover - it will be easier to see what has changed compared to the original version.

Corporate Google Drive is a huge environment where you coexist with your colleagues. In order for existence to be comfortable and pleasant for everyone, it is necessary to follow a number of important rules of own and shared drives. I assure you, it's not difficult!



That's all for now!

Thank you!

If you have any questions, please
contact the IT department
it@kmu.edu.ua

