

The AS/400 Administrative Services team supports and maintains the AS/400 system for Dillard University. Access to AS/400 is a privilege. When requested, the AS/400 client and printer session is installed and new users are assigned a username and password. Department heads determine the level of authority given to users.

New users will be trained on the basic office functions of Jenzabar TE, i.e., managing printers and printer queues, changing passwords, etc. The user's department will assist with the functions of the department module. If needed, a Jenzabar software provider will also supply additional training. Information on how to contact Jenzabar can be obtained from the Administrative team.

NOTE: Any requests for information dealing with students should be directed to the Registrar's Office.

Contact:

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