Instructions for Using the SOM Housing Portal

Overview
This site is available to all students and residents of Emory School of Medicine. You will need your Emory network ID and password to access the site.

Getting Your Emory Network ID and Password
Don't have it? Go to: https://it.emory.edu/acm/getpassword.cfm

Please note that you may use this link **JUST ONCE** to access your network ID and password, so be sure to remember your information!

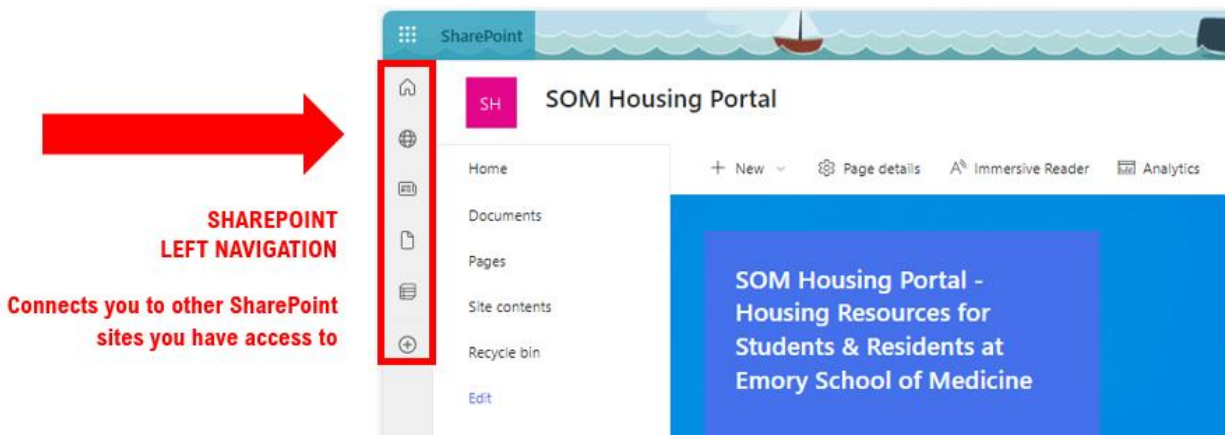## Logging In
https://emory.sharepoint.com/sites/SOMHousingPortal

After logging in, you should be on the Home page of the SOM Housing Portal. You will see several navigation (tool) bars.
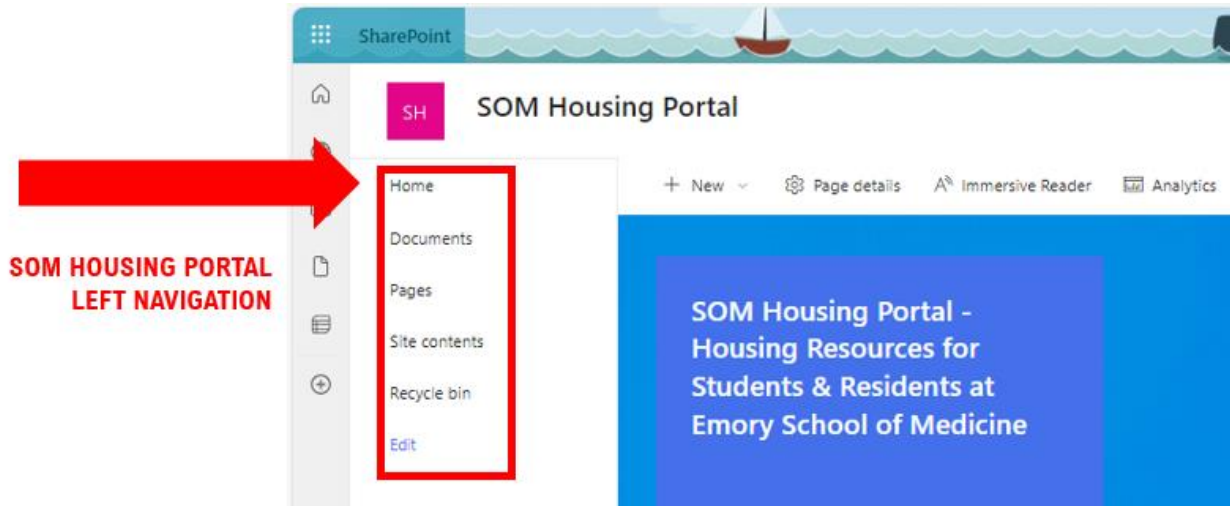
SharePoint Left Navigation
The "outer" left navigation bar is the SharePoint navigation tool. If you have access to other SharePoint sites, you can access them directly via this SharePoint navigation toolbar.

SOM Housing Portal Navigation

The "inside" left tool bar is your **SOM Housing Portal left navigation**.
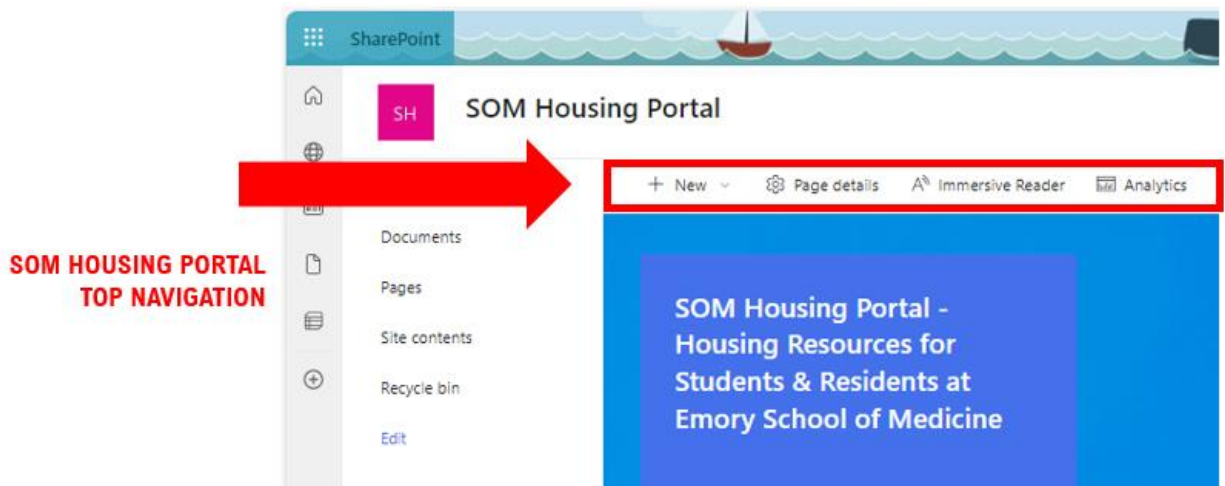

You should only need to use the **Home** page from this toolbar.

IMPORTANT NOTE: In order for you to be able to contribute to the site (fill out sign-up sheets, place classifieds ads, add to the Need a Roommate, Advice, or Let's Connect pages, etc.), you have been given Editor access. But as an Editor, you also can edit the site – **please do not edit the site!**

If you have suggestions for changing the site, please notify us directly (sheryl.cottle@emory.edu). We would be happy to hear your ideas to make the site better!

The **SOM Housing Portal Top Navigation** also provides different views of the site, but you won't need to use these.

Technical Issues?

If you should experience any technical issues with the portal, please contact our Site Admininstrator, Sheryl Cottle (sheryl.cottle@emory.edu).

SOM Housing Portal Sections

GETTING STARTED

Designed for those new to Atlanta, this includes information about Atlanta neighborhoods, how to set-up a housing budget, decisions to make before looking at properties, and what questions to ask property managers.

TRANSPORTATION

Your decision about where to live is likely to affect your transportation options. We have included information about campus shuttles, using public transportation, as well as a link to Emory's SMART Commute website.

LIVING ON CAMPUS

There are two campus housing resources for graduate students and residents. Applications are now open for Fall 2024.

LIVING OFF CAMPUS

Here you will find a link to the Emory Off-Campus Housing website. This is where most of the larger apartment complexes near Emory have listings. Private owners with small apartments, houses, or a portion of a house (such as a basement apartment or carriage house) also have listings here.

OTHER RESOURCES

Includes:

- **Roommate Finder**
- **Buy / Sell Classifieds** – Find or list items to buy/sell, such as:
  - ➢ Textbooks
  - ➢ Furniture & Housewares
  - ➢ Vehicles
  - ➢ Graduation Regalia & Other Clothing
  - ➢ Miscellaneous
- **Q & A** – Get Advice from Current Students and Residents
- **Let's Connect** – Make plans with colleagues

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We hope you enjoy using the SOM Housing Portal!
If you have any questions or suggestions, please feel free to contact the
Site Administrator, Sheryl Cottle (sheryl.cottle@emory.edu).