



Facilities Management

Café Systems
Security Access

This audio job aid helps you complete the Café Express Security Form for Facilities Management.



For each function that you need below, make the corresponding selections on the Express form.

Café Express Security Form Help	
1.	<p>If you will be requesting services from Facilities Management, in the Additional Café Systems Access section, select:</p> <p>FAMIS Self Service (for NU staff) or Community Assistant (for Housing Office users)</p> <div style="border: 1px solid black; padding: 5px;"><p>Additional Café Systems Access</p><p>FAMIS <input type="checkbox"/> Self Service – create and inquire <input type="checkbox"/> Community Assistant – housing users</p></div>