

2007/08 INSTRUCTIONS FOR LIAISONS APPROVING RESIDENTS/FELLOW VIA THE WEB

www.parking.umaryland.edu

The screenshot shows a Microsoft Internet Explorer browser window. The title bar reads "UMB Parking and Commuter Services - Microsoft Internet Explorer". The address bar contains "http://www.parking.umaryland.edu/". The browser's menu bar includes "File", "Edit", "View", "Favorites", "Tools", and "Help". The toolbar contains icons for Back, Forward, Home, Search, Favorites, Print, and Refresh. The main content area displays the website for the University of Maryland, Baltimore, specifically the "PARKING AND COMMUTER SERVICES" page. The page header includes the university name and a navigation menu with items like "HOME", "ABOUT US", "PARKING", "COMMUTER SERVICES", "CONTACT", "FAQ", "NEWS", "EVENTS", "POLICY", "FORMS", "FEEDBACK", "INTRANET", "SEARCH", "STAFF", "SURVEY", "UNBONE", "UMB MAP", and "CONTACT". The main content area features a welcome message, a "UPDATE YOUR PARKING INFORMATION" section with a "CLICK HERE" link, and a "Local weather, traffic & road conditions" link. A "Full Site in Text Version" link is also present. The footer includes the "DOWNTOWN" logo and the text "DOWNTOWN".

UMB Parking and Commuter Services - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <http://www.parking.umaryland.edu/>

Back Forward Home Search Favorites Print Refresh

UNIVERSITY OF MARYLAND, BALTIMORE

DEPARTMENT OF PARKING AND COMMUTER SERVICES

PARKING AND COMMUTER SERVICES

Welcome to Parking and Commuter Services
Please use your mouse to choose a topic for more information.

UPDATE YOUR PARKING INFORMATION
[CLICK HERE](#)

COMMUTER BENEFIT PROGRAM
[MTA Commuter Pass](#)

[Local weather, traffic & road conditions](#)

[Full Site in Text Version](#)

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UNBONE
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DOWNTOWN

Click on Faculty/Staff, then Residents

UMB Parking and Commuter Services - Microsoft Internet Explorer

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Address <http://www.parking.umaryland.edu/>

Go Links Internet

UNIVERSITY OF MARYLAND, BALTIMORE

PARKING AND COMMUTER SERVICES

Welcome to Parking and Commuter Services
Please use your mouse to choose a topic for more information.

UPDATE YOUR PARKING INFORMATION FACULTY / STAFF	Daily Parking PT Faculty PT Nurse Patient Care Services Nights Only Payroll Deduction Permit Types Residents Ride UMB Convenient way to travel around the UMB campus
Commuter Benefit Program MTA Commuter Pass	
Local weather, traffic & road conditions	

Full Site in Text Version

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- Services
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- UMBOne
- UMB Map

Contact:

DOWNTOWN

<http://www.parking.umaryland.edu/resident.cfm>

Click Liaison Login

UMB | SITE INDEX | WEB SITES A-Z | PEOPLE | JOBS | BROWSER REQUIREMENTS | UMBNET

home > permit types > resident

PARKING AND COMMUTER SERVICES

Residents

New and returning Residents to the University of Maryland Medical Center must complete a current application each June before their department liaison can issue them a new parking permit. Each resident must inform their parking liaison of any changes to their application in order for Parking and Commuter Services to update their computer system. Please see the links below for additional information on your department parking contact. Your application for parking cannot be processed in the Parking Office without an approval from your department parking liaison. No exceptions can be made since your parking is paid by a fund and budget authorized by your department parking liaison.

- ▶ Parking Liaisons
- ▶ Liaison Login
- ▶ Resident Parking Information
- ▶ Online Registration for Returning Residents
- ▶ Online Registration for New Residents

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Parking and Commuter

Login to Liaison account by typing the username and password:

Ex: username: **djenkins**
 Password: **password**

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SEARCH | search here | SEARCH

home

PARKING AND COMMUTER SERVICES

Username :

Password:

top

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UMB INFORMATION

PROSPECTIVE STUDENTS

You should be able to view list of residents who have applied for parking (returning & new). There are several options to choose from, you can Edit the record, Drop the record, Transfer the record (to a different Liaison) or Approve the record.

UMB Parking and Commuter Services - Microsoft Internet Explorer

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Address: http://www.parking.umb.edu/liaisons/admin/liaison_default.asp

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PARKING AND COMMUTER SERVICES

Medicine

EDSWORTH S JOHN	Approved	Print	Drop	Transfer
SONA S ABRAHAM	Approved -	Print	Drop	Transfer
NAVNEET K AHUJA	Approved -	Print	Drop	Transfer
JAGAN S AKELLA	Approved -	Print	Drop	Transfer
AYOOLA O AKINBAMOWO	Approved -	Print	Drop	Transfer
MOHAMMED ALATTAR	Approved -	Print	Drop	Transfer
Michael C Albert	Approved -	Print	Drop	Transfer
EID A ALMUTAIRY	Approved -	Print	Drop	Transfer
Robert Anderson	Approved -	Print	Drop	Transfer
RAHILA ANSARI	Approved -	Print	Drop	Transfer
JEFF ZILBERSTEIN	Approved -	Print	Drop	Transfer
GINA N ZILIOLO	Approved -	Print	Drop	Transfer
Adam B Edwards	Unapproved	Edit Approve	Drop	Transfer

Clear All Delete All Permits

Clear Unsubmitted Clear Unsubmitted Permits

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EDIT

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Address http://www.parking.umb.edu/halsonz/adm/halson_default.asp

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PARKING AND COMMUTER SERVICES

Medicine

EDSWORTH S JOHN	Approved	<input type="button" value="Print"/>	<input type="button" value="Drop"/>	<input type="button" value="Transf"/>
SONA S ABRAHAM	Approved -	<input type="button" value="Print"/>	<input type="button" value="Drop"/>	<input type="button" value="Transf"/>
NAVNEET K AHUJA	Approved -	<input type="button" value="Print"/>	<input type="button" value="Drop"/>	<input type="button" value="Transf"/>
JAGAN S AKELLA	Approved -	<input type="button" value="Print"/>	<input type="button" value="Drop"/>	<input type="button" value="Transf"/>
ATCOOLA O AKINBAMOWO	Approved -	<input type="button" value="Print"/>	<input type="button" value="Drop"/>	<input type="button" value="Transf"/>
MOHAMMED ALATTAR	Approved -	<input type="button" value="Print"/>	<input type="button" value="Drop"/>	<input type="button" value="Transf"/>
Michael C Albert	Approved -	<input type="button" value="Print"/>	<input type="button" value="Drop"/>	<input type="button" value="Transf"/>
EID A ALMUTAIRY	Approved -	<input type="button" value="Print"/>	<input type="button" value="Drop"/>	<input type="button" value="Transf"/>
Robert Anderson	Approved -	<input type="button" value="Print"/>	<input type="button" value="Drop"/>	<input type="button" value="Transf"/>
RAHILA ANSARI	Approved -	<input type="button" value="Print"/>	<input type="button" value="Drop"/>	<input type="button" value="Transf"/>
JEFF ZILBERSTEIN	Approved -	<input type="button" value="Print"/>	<input type="button" value="Drop"/>	<input type="button" value="Transf"/>
GINA N ZILLIOLI	Approved -	<input type="button" value="Print"/>	<input type="button" value="Drop"/>	<input type="button" value="Transf"/>
Adam B Edwards	unapproved	<input type="button" value="Print"/>	<input type="button" value="Drop"/>	<input type="button" value="Transf"/>

Related:

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To Edit the record, click the edit box and enter the updated information

TRANSFER

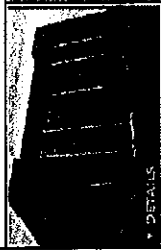
UMB Parking and Computer Services - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Search Favorites
 Address <http://www.parking.umaryland.edu/liaisons/admin/transfer.asp>

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Medicine

EDSWORTH S JOHN	Approved	<input type="button" value="Print"/>	<input type="button" value="Drop"/>	<input type="button" value="Transfer"/>
SONA S ABRAHAM	Approved	<input type="button" value="Print"/>	<input type="button" value="Drop"/>	<input type="button" value="Transfer"/>
NAVNEET K AHUJA	Approved	<input type="button" value="Print"/>	<input type="button" value="Drop"/>	<input type="button" value="Transfer"/>
JAGAN S AKELLA	Approved	<input type="button" value="Print"/>	<input type="button" value="Drop"/>	<input type="button" value="Transfer"/>
AYOOLA O AKINBAMOWO	Approved	<input type="button" value="Print"/>	<input type="button" value="Drop"/>	<input type="button" value="Transfer"/>
MOHAMMED ALATTAR	Approved	<input type="button" value="Print"/>	<input type="button" value="Drop"/>	<input type="button" value="Transfer"/>
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JEFF ZILBERSTEIN	Approved	<input type="button" value="Print"/>	<input type="button" value="Drop"/>	<input type="button" value="Transfer"/>
GINA N ZILLOLI	Approved	<input type="button" value="Print"/>	<input type="button" value="Drop"/>	<input type="button" value="Transfer"/>
Adam B Edwards	Unapproved	<input type="button" value="Print"/>	<input type="button" value="Drop"/>	<input type="button" value="Transfer"/>

Click the Transfer box to transfer a record

http://www.parking.umaryland.edu/liaisons/admin/transfer.asp - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Search Favorites
 Address <http://www.parking.umaryland.edu/liaisons/admin/transfer.asp>

Select the new department to transfer Romney C. Andersen
 Anesthesiology

The resident will be transferred to a department you choose.

APPROVE

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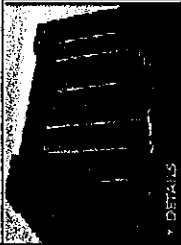
Address http://www.parking.umaryland.edu/raisonz/admin/raisonz_default.asp

Go Links

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Medicine

EDSWORTH S JOHN	Approved	Drop	Transfer
SONA S ABRAHAM	Approved -	Drop	Transfer
NAVNEET K AHUJA	Approved -	Drop	Transfer
JAGAN S AKELLA	Approved -	Drop	Transfer
AYOOLA O AKINBAMOWO	Approved -	Drop	Transfer
MOHAMMED ALATTAR	Approved -	Drop	Transfer
Michael C Albert	Approved -	Drop	Transfer
EID A ALMUTAIRY	Approved -	Drop	Transfer
Robert Anderson	Approved -	Drop	Transfer
JEFF ZILBERSTEIN	Approved -	Drop	Transfer
GINA N ZILLIOLI	Approved -	Drop	Transfer
Adam B Edwards	Unapproved	Drop	Transfer

To Approve the record, click the Approve box.

(You are only approving if this Resident is in your department)

Check to ensure all information is correct. You can make all changes to information before you click the Approve and Submit button. Once you submit the information, you cannot change it. Changes can only be made by the Parking Office at this point.

HOUSESTAFF PARKING APPLICATION

University of Maryland, Baltimore Parking & Commuter Services

622 West Fayette Street • Baltimore, Maryland 21201
 (410) 706-6603 • www.parking.umaryland.edu

Last Name: Jenkins
First Name: Deanna
Home Address: 622 W. Fayette Street
City: Baltimore
Home Phone: 410 - 706 - 6603

Cardholder Name: M.I. A
Job Title: Resident Fellow
Department: Neurosurgery
State: MD
Work Phone: 410 - 706 - 7748

SSN: 123456789
ZIP: 21201

License #: MyToy MyToy2
State: Maryland Maryland
Make: TOYOTA TOYOTA
Model: 4RUNNER 4RUNNER
Color:

I have received the current University Parking Rules and Regulations and agree to abide by the forth therein. I understand that I park at my own risk and that the University is not responsible for my vehicle. I understand that the permit issued to me is for my own use and not to be used to surrender the permit/access card to Parking & Commuter Services upon termination of my employment.

Please indicate
 Payment Method:
 Accounting Info.,
 Payroll Source or
 Self Paid goes
 here

Confirmation Code : eUTcgi

Confirmation Code: [eUTcgi] Accounting Code: [SPD]

Approve and Submit Permit To Parking Office

Click the Approve and Submit Permit To Parking Office

The process is complete

Thank you! The permit has been issued!

You can now return to the view for this House Staff and print their entire Permit Request Form.

[Return to the administration page](#)

Click on [Return to the administration page](#)
to print the approved resident record and to
process the next resident record.

Liaison Information:

- The permit number series for 2007/2008 will be HS7000-HS7800.
- Any department with an outstanding bill must make payment before liaisons can start the on-line process.
- Each liaison must supply parking with a list of new and returning residents. The list must include payment information such as the fund & budget number, self-pay or prepaid. This list must be supplied to Parking before they are allowed to do the on-line process. You may email or fax this list to Wanda Ford or Deanna Jenkins.
- In order to insure correct billing liaisons need to review departmental on-line accounts frequently. Some corrections are coming back to us after billing has been sent.
- Liaisons must apply for **rotating residents permits** on the web site.
 - Enter **Rotating Resident** in the name field.
 - Enter the **residents name** in the address field.A list of rotating residents must be sent to Parking. Information should include length of time resident will be on campus (ex: July 1 thru August 1, 2007)
The access card and hang tag can be passed to the next resident rotating to campus as long as the name and time frame are on the list. Departments are responsible for any access card or hang-tag not returned to Parking.
- A replacement fee of \$20.00 a set (\$10.00 each piece) will be charged to the department for any access card or hang-tag that is not returned to Parking.
- Broken or stolen access cards and hang-tags will be replaced at no charge as long as the resident has one of two things:
 - **If broken** - bring back the a piece or pieces
 - **If lost** – you must have a police report.