

Login Requirements Change for NOTIS and Case Report Forms

NOTIS (the Northwestern Oncology Trial Information System) is moving to Northwestern's internal network. Starting on the cutover date, <https://notis.fsm.northwestern.edu/> and <https://notis.fsm.northwestern.edu/crf> **will no longer be reachable directly from the open internet**. Every user will need an active Northwestern NetID, MFA set up on their NetID through Duo, and will need to be on Northwestern's internal network to reach NOTIS and Case Report Forms— either because they are physically on a trusted wired or wireless network, or because they have connected the GlobalProtect VPN client or the Northwestern's Web-based VPN to reach Northwestern's internal network remotely.

The two things that every user needs:

1. An active Northwestern University NetID. To request an NU NetID, see here: [NetID Request form](#)
2. Duo multi-factor authentication registered with your NU NetID. To do this, see here: <https://www.it.northwestern.edu/verify>
3. A connection to Northwestern's internal network — see “Network Locations” below to find out which applies to you. If you're already on Northwestern's internal network, you don't need to do anything else. Everywhere else, you'll need to use the GlobalProtect VPN client (connected to portal vpn-connect.northwestern.edu) or Northwestern's Web-based VPN (<https://vpn-connect.northwestern.edu/>)

Network Locations

Network Location	Trust Level	VPN Needed for NOTIS/CRF?	Notes
Northwestern Wired Network	Trusted	No	Part of Northwestern's internal network. Connect directly to https://notis.fsm.northwestern.edu/ and https://notis.fsm.northwestern.edu/crf .
Northwestern Wireless (Eduroam)	Trusted	No	Part of Northwestern's internal network. Connect directly to https://notis.fsm.northwestern.edu/ and https://notis.fsm.northwestern.edu/crf . See here for details on how to connect/obtain certificates for eduroam. https://services.northwestern.edu/TDClient/30/Portal/KB/Article/1851/Eduroam-Northwestern-s-Wireless-Network
Northwestern Medicine Wired Network	Trusted	No	Part of Northwestern's internal network. Connect directly to https://notis.fsm.northwestern.edu/ and https://notis.fsm.northwestern.edu/crf . This includes all Northwestern Medicine Network Hospitals.
Lurie Children's Hospital Wired Network	Trusted	No	Part of Northwestern's internal network. Connect directly to https://notis.fsm.northwestern.edu/ and https://notis.fsm.northwestern.edu/crf .
Shirley Ryan AbilityLab Wired Network	Trusted	No	Part of Northwestern's internal network. Connect directly to https://notis.fsm.northwestern.edu/ and https://notis.fsm.northwestern.edu/crf .
Northwestern Medicine Wireless (Eduroam)	Trusted	No	Part of Northwestern's internal network. Connect directly to https://notis.fsm.northwestern.edu/ and https://notis.fsm.northwestern.edu/crf . Only available at Northwestern Memorial Hospital on the Northwestern Chicago Campus. Not available at any Northwestern Medicine Network Hospitals. See here for details on how to connect/obtain a certificate for eduroam.

			https://services.northwestern.edu/TDClient/30/Portal/KB/Article/1851/Eduroam-Northwestern-s-Wireless-Network
Northwestern Medicine Wireless (NMGUEST)	Untrusted	Yes	Requires the GlobalProtectVPN or the NU Web-based VPN to connect directly to https://notis.fsm.northwestern.edu/ and https://notis.fsm.northwestern.edu/crf .
External Networks	Untrusted	Yes	The networks of other institutions (external affiliates), home Wi-Fi, hotels, mobile hotspots. Requires the GlobalProtect VPN or the NU Web-based VPN to connect directly to https://notis.fsm.northwestern.edu/ and https://notis.fsm.northwestern.edu/crf .

How to Connect, Step by Step

These steps are the same for every user once you have an active NetID. Some details change based on a user's institutional affiliation: Northwestern, Northwestern Medicine, Lurie Children's Hospital, Shirley Ryan AbilityLab, External Affiliate Institutions, (for example, University of Michigan).

1. Confirm your NetID is active, and Duo multi-factor authentication is registered. If you have not yet setup your [NU Duo account](#) (or are prompted to do so), please go to this NU support page: <https://services.northwestern.edu/TDClient/30/Portal/KB/ArticleDet?ID=2582>. Once on that support page, click on the phone icon for immediate assistance in setting up Duo. Click on the other icon if immediate assistance is not required. If you encounter any problems, contact the NU IT Support Center at **847-491-4357 (1-HELP)**.
2. Check which network you're on against the table above.
3. On a trusted network (**Northwestern Wired, Northwestern Wireless Eduroam, NM Wired, NM Wireless Eduroam, Shirley Ryan's AbilityLab Wired Network, Lurie Children's Hospital Wired Network**): you are already on Northwestern's internal network — skip VPN and connect directly to <https://notis.fsm.northwestern.edu/> and <https://notis.fsm.northwestern.edu/crf/> with your web browser.
4. On an untrusted network (**NMGUEST** or any other **External Network**):
 - a. If you are Northwestern University Faculty or Staff, and you are on a university-owned, IT-managed computer, use the GlobalProtect VPN (connected to portal vpn-connect.northwestern.edu) to enable your web browser to connect to <https://notis.fsm.northwestern.edu/> and <https://notis.fsm.northwestern.edu/crf>. If you do not have the GlobalProtect VPN installed, see here <https://services.northwestern.edu/TDClient/30/Portal/KB/Article/1818/Setting>
 - b. If you are Northwestern University Faculty or Staff, and cannot use the GlobalProtect VPN, use Northwestern's Web-based VPN (<https://vpn-connect.northwestern.edu/>). Click the 'NOTIS' or 'NOTIS_CRF' tile on the Web-based VPN landing page to navigate to NOTIS of Case Report Forms.
 - c. If you are an affiliate user not from Northwestern University, connect via Northwestern's Web-based VPN (<https://vpn-connect.northwestern.edu/>). Click the 'NOTIS' or 'NOTIS_CRF' tile on the Web-based VPN landing page to navigate to NOTIS of Case Report Forms.