

**Elisabeth Haub  
School of Law  
Orientation  
Fall 2023  
Law ITS**

**PACE** UNIVERSITY

Information Technology Services

# **Law ITS Team**

**Jackie Benaroch, Manager of Ed Media and Law ITS**

**Jimmy Leon, IT Support Supervisor**

**Nesta Wright, IT Support Specialist**

**Danny Mathew, AV Support Specialist**

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# CONTACT

## Law ITS Help Desk

**Aloysia Hall Room 302**

**Mon- Fri, 9:00am–5:00pm**

**[law.pace.edu/ITS](http://law.pace.edu/ITS)**

**Email: [lawits@law.pace.edu](mailto:lawits@law.pace.edu)**

## Pace University Help Desk

**Mon- Thu, 8:00am–7:00pm**

**Fri, 8:00am – 6:00pm**

**Sat, 12:00pm-4:00pm**

**(914) 773-3333**

**[help.pace.edu](http://help.pace.edu)**

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# ITS WEBSITE

- [New Student Checklist](#)
  - Review the New Student Checklist for important steps needed for account activation, access to systems, familiarizing policies, and more.
- [Student Digital Toolkit](#)
- [IT Support and Services](#)
- [Important Tech Tools for Learning](#)
- [Alert System](#) – To receive time sensitive emergency notifications via telephone, email or text.

# COMPUTER LABS

- **Main Floor of Law Library**
- **Glass 300**
- **Windows 10 / Office 365**

# STUDENT PRINTING

- **Pharos print release stations**

- **\$30.00 free print pages (Spring, Summer I, Fall)**

***Printing Type***

Black and White

Color

***Printing and Copying***

6¢ for 1st side    3¢ for 2nd side

30¢ for 1st side    27¢ for 2nd side

*(printing is double sided by default)*

***Scanning***

2¢ per scan

2¢ per scan

- **Three printers in Gerber Glass, one in Aloysia Hall and one in Dannat Hall lounge area.**

[www.pace.edu/printing](http://www.pace.edu/printing) for more info

# WIRELESS

- **PACE-WIFI**
- **PACE-GUEST** (active student, staff, or faculty)

[www.pace.edu/wireless](http://www.pace.edu/wireless) for more info

- **LAN ports**



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For more info please go to:

<https://law.pace.edu/its>

# EXAM4

- Enables you to take exams on your laptop
- **Wait for email instructions from LAW ITS, install the software as indicated**
- Take a practice exam, familiarize yourself with the software

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**exam4**





# EXAM4 REQUIREMENTS

Exam4 currently supports: (What OS Version do I have?)

Windows 11 (Home, Pro, Edu and Enterprise) [versions 21H2, 22H2, 23H2]

Windows 10 (Home, Pro, Edu and Enterprise) [versions 2004\*\*, 20H2, 21H1, 21H2, 22H2, 23H2]

macOS 13.x.x Ventura (including Apple's new M1 and M2 Processors)

macOS 12.x.x Monterey (including Apple's new M1 and M2 Processors)

macOS 11.7.x Big Sur (including Apple's new M1 and M2 Processors) \*\*

**\*\* Extegrity Support for these operating systems ends August 1, 2024**

*Please note: You must also have full administrative rights to your device in order to run Exam4. Users of institutionally owned/controlled devices should contact their IT Department for assistance.*



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**For more info, please go to:**

<https://law.pace.edu/its>



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- Enables you to view your eBook content, highlights, and annotations without an internet connection

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