



Pace ITS

Pace Law School Orientation

January 6, 2017

Information Technology Services

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Co-Interim Directors of Law ITS



LOCATION

Aloysia Hall Room 302

(914) 777-3333

- ✦ **Email:** lawits@law.pace.edu
- ✦ **Web:** <http://law.pace.edu/ITS>
- ✦ **Help Desk:** <https://help.pace.edu>

- ✦ **Hours of Operation:**
Mon- Fri, 9:00am–5:00pm

TECHNOLOGY CHECKLIST:

- **Online Directory** <http://whitepages.pace.edu>
- **Activate Your Pace Account:** <http://adam.pace.edu>
- **Access Your E-mail Account:** <https://email.pace.edu>
- **Download Pace Software:** <http://adam.pace.edu>
- **Activate Your Pace OneCard:** <http://paceuone.com>
- **Explore Pace Discounts:** <http://law.pace.edu/ITS>
- **MyPace Portal:** <http://portal.pace.edu>
- **Pace Law ITS website** <http://law.pace.edu/ITS>



COMPUTER LAB

- **Main Floor of Pace Law Library**
- **Windows 7 / Office 2013**
- **Pharos print release stations**
 - **\$30.00 free print pages**
 - **6¢ per page for printing;**
 - **2¢ a ‘click’ for scanning**
 - **Three printers in Law Library and one in Dannat Hall lounge area.**
- **Free scanning with HP Digital Sender**



WIRELESS

- **PACE-WIFI**
- **PACE-GUEST** (active student, staff, or faculty)
www.pace.edu/wireless for more info
- **Spans majority of campus**
- **LAN ports**



EXAM4

- Enables you to take exams on your laptop
- Wait for email instructions from ITS
- Install software two days before your first exam
- Take a practice exam



ITS WEBSITE

- Key ITS Pages:

- [IT Status](#) - System Outages – Scheduled Maintenance
- [Subscribing to IT Notices Listserv](#) - Emails regarding latest planned downtimes, unscheduled outages, and news information
- [ITS News](#) – Latest news, information, and updates.
- [ITS Help Desk](#) - How to get service
- [Student IT Resources](#)

Checklist

Computer Resource Center

Educational Media Services

IT Security Guidelines

- [Alert System](#) – To receive time sensitive emergency notifications via telephone, email or text.

NYC CAMPUS WESTCHESTER CAMPUS Presidential Search About Pace News Events Schools Social Media Directories A to Z Q

PACE UNIVERSITY PACE PATH ACADEMICS AT PACE LIFE ON CAMPUS CAREER PREPARATION ADMISSION & AID

INFORMATION TECHNOLOGY SERVICES

INFORMATION TECHNOLOGY SERVICES

ITS HOME >

ACCOUNT ACCESS & HELP >

IT SERVICES & SUPPORT >

TEACHING & LEARNING >

COMMUNICATION & COLLABORATION >

IT SECURITY >

All Services Catalog Account Access Teaching and Learning Digital Toolkit

Wireless Mobile Services Communication & Collaboration Printing and Graphics

Check System Status Need the Help Desk? PACEHELPDESK@... (914) 773-3333 HELP.PACE.EDU

IT Resources FACULTY STAFF STUDENTS

Tweets by @Pace_Infotech

MYPACE CURRENT STUDENTS PARENTS & FAMILIES FACULTY & STAFF PACE ALUMNI VISIT APPLY GIVING

