Welcome ... Students

Technology Orientation

By Law Help Desk
Information Technology Department
Fordham Law School

January 2015
FLS Technology Department

- Law Help Desk
  - Location: Room LL-125,
  - Hours:
    - Mon–Fri 8:30am – 10:00pm
    - Sat–Sun 10:00am – 6:00pm
    - Holidays*
      *Only open if the Law Library is opened
  - Phone: 212–636–6786 / 800–761–2934
  - Email: lawhelpdesk@law.fordham.edu
  - Website: http://law.fordham.edu/it
Fordham University Technology Services

- AccessIT ID Account
- My.Fordham Portal
- Wireless Access
- Email (Gmail)
- Google Drive
- Blackboard Course Management
- DegreeWorks
- 25Live (room reservation system)
Fordham University Services

University Technology Services

- AccessIT ID Account
  - my.fordham.edu
    - Class Schedule
    - Registration
    - Grades
    - Financial Aid
    - Transcripts
    - Address & Emergency Contact Information
  - FIDN Lookup
  - DegreeWorks
Fordham University Services

University Technology Services (continued)

- my.fordham.edu
- Blackboard
- Email (Gmail)
- Google Calendar
- Password Mgmt.
Wireless Network

- **Fordhamwifi** *(password is the network’s name)*
- Supports 802.11 a/b/g/n/ac
- Must authenticate with your AccessIT ID credentials to access Wireless Network
  - Required at the beginning of the month
  - Your browser will automatically redirect to Fordham’s “Network Authentication Page”
- Windows devices – AntiVirus and Windows Updates are required
- MAC/Mobile devices – only need to login
Wireless Network (Continued)
Wireless Network (Continued)
Fordham University Services

- Blackboard
  - Student’s Online Course Management
    - Course Outline
    - Assignments etc.

- Resident Technology Consultant (RTC)
  - Primary source of technology support for students living in McMahon Hall:
    - In-room support available until midnight
    - (646) 326–2961 or (646) 326–5111
    - rtc@fordham.edu
    - www.fordham.edu/rtc
University / Law School Email (Gmail)

- Username@fordham.edu
- Alias @law.fordham.edu
- Main source of communication
- Email for Life with unlimited storage
- Supports POP3/IMAP/Mobile Devices
- Can be forwarded
- SPAM Control

To check your Law School email:
http://my.fordham.edu /http://gmail.fordham.edu
Fordham University Services

University / Law School Email (Gmail)
Fordham University Services

- Google Drive
  - Sharing Collaboration
  - Access and synchronize files across all devices
  - 10 TB storage space
Law School Services

- FLS Technology Services
  - Law School Network Account
    - Account Self-Serv
  - Student Network
    - Student Computing Stations
      - Virtual Lab
      - Storage (M Drive)
      - Printing (Pharos)
      - Remote Access (VPN)
  - LawNET
  - Web Services
  - Laptop Support
  - Electronic Examination Support
Account Self-Serv Portal

- Activate Your Fordham Law Account
- http://selfserv.lawnet.fordham.edu

Acceptable Use Disclaimer

The Information Technology ("IT") resources and services made available via the self-service portal are specific to Fordham University’s School of Law ("the "Law School") faculty, staff, students, alumni, vendors, and guests. Access to such resources including but not limited to email, networks, wireless, VPN, and web applications are offered to facilitate and promote the Law School’s academic missions, research, institutional objectives, and business purposes, and are to be used in a manner consistent with Fordham University’s Information Technology Acceptable Use Policy. Fordham University reserves the right to monitor and control access to its Information Technology resources and services. In addition to the University’s and the Law School’s IT resources or systems:

- Modify, discontinue, and/or change at any time, without prior notice, access to and use of any IT system, resource, or service, to the extent necessary to provide IT services to all students, faculty, staff, and guests of Fordham University.

Your use of the self-service portal implies that you have read, understand, and agreed with the above agreement, its constituent parts, and the University’s Information Technology Acceptable Use Policy.
FLS Technology Services

- Account Self-Serv Portal (Continued)
  - Reset Network Password
  - Configure Your Forget My Password Questions
FLS Technology Services

Student Network (LAWSTUD)
Desktop with supported software (MS Office, Adobe Acrobat Pro, etc), network storage, and printing.
- 15 x 24” all-in-one computers in the Law Library, RM 6–15
- 6 x 24” all-in-one computers on the 3rd & 4th floors
- Remotely via the Virtual Lab from your Windows/MAC laptop
  [http://law.fordham.edu/virtuallab](http://law.fordham.edu/virtuallab)
FLS Technology Services

- Personal Network Storage “M drive”
  - 1 GB of network storage
  - Accessible through the Student Network
  - Backed up nightly
  - Protected from viruses
  - Secure
Printing (Pharos)

- Must be logged on to the student network
- Students must print to `\FL-Print\SPOOLQ`
- 2000 free print pages per academic year
- 10¢ per page thereafter
- Print jobs stored for 24 hours
- 7 high speed printers with duplexing
  - 2 of the 7 printers are multifunctional devices that boast network scanning,
  - Copying, faxing, and printing.

- Students print via:
  - **Computers** in the Library and on the 3rd & 4th flrs
  - **Virtual Lab** from their Windows/Mac laptop
  - **Pop-up Client** software loaded on laptop
FLS Technology Services

- LawNET (fordhamlaw.net)
  - Course Tools
    - Class Roster
    - First Reading Assign.
    - Syllabus
  - Anon. Course Evals
  - CPC Resources
  - Collaboration
  - FAQs
FLS Technology Services

- **Student Virtual Private Network (VPN)**
  - Secure access to Fordham Law School’s resources while off campus.
    - Files stored on the network (“M Drive”)
    - Pharos – print to the printers at the Law School
    - Access to supported software
    - [http://flsremote.lawnet.fordham.edu/student](http://flsremote.lawnet.fordham.edu/student)
      - *Students must register with the Law Help Desk prior to using the VPN*

- **Web Services**
  - Student technology pages
  - Faces (online picture directory)
  - Financial Aid, Registrar, Career Planning, etc.
FLS Technology Services

Laptop Support

- All services/applications provided to students
  - Wireless Access
  - Student VPN
- Free anti-virus from the University (Symantec)
- Exam4 (electronic examination software)
- Limited technical support for laptop difficulties
  - Hardware and/or Software
- Waiver and policy
FLS Technology Services

Technology Resources

- Software
  - Exam4
  - Symantec Antivirus Client
  - Pharos Pop-Up Client

- FAQ’s
  - More than 35 FAQs

- PC Recommendations

- Guides and Tutorials

- IT Alerts

For more information visit http://law.fordham.edu/it
Other Technology Services

- Exam4 (Electronic Exams)
  - Examinations ID
  - Registration Process
  - In-Class
  - Take-home
- CALI
- Westlaw TWEN
- Lexis–Nexis Blackboard
**Other Computing Services...**

- **Exam4 (electronic examination software)**
  - Program allows students to take in-class final exams using their laptop rather than “Blue-books”
  - Most take-home exams utilize the web-based version of the Exam4 software @ [http://www.exam4.com](http://www.exam4.com)
  - More than 85% of students utilize Exam4
  - Available for Windows & MACs

- During examinations, members of the Law School’s Help Desk will be present in the classroom to provide technical support.
Exam4 (electronic examination software) cont.

- To be eligible to use Exam4 students must:
  - Register by downloading Exam4 and taking a “Practice Exam” within the registration period every semester
  - Be in possession of their Exam ID number

- Targeted emails will be sent to students to register:
  - For Exam4 @ http://www.exam4.com
  - Typically four weeks before exams begin
Other Computing Services...

- **CALI** – Computer Assisted Legal Instruction
  - Consortium of over 170 Law Schools which offers over 100 computer based legal-tutorials online
    - Authorization Code **FORDHMstu74**
    - [www.cali.org](http://www.cali.org)

- **Westlaw–TWEN**
  - Westlaw’s course management tool

- **Lexis–Nexis Blackboard**
  - Lexis–Nexis course management tool
Thank you and remember... we are here to help.

DO YOU HAVE ANY QUESTIONS?