Welcome ... Students

Technology Orientation

By Law Help Desk
Information Technology Department
Fordham Law School

August 2018
Law Help Desk

- Location: Room LL-125
- Hours:
  - Mon–Fri 8:30 am – 10:00 pm
  - Sat–Sun 10:00 am – 6:00 pm
  * Limited service on Holidays
- Phone: 212–636–6786 / 800–761–2934
- Email: lawhelpdesk@fordham.edu
- LawNET: http://fordhamlaw.net
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- **AccessIT ID Account**
  - Single login to most systems
  - Remains active after graduation

- **Duo**
  - Multifactor Authentication
  - Protects your data and privacy
  - Enroll multiple devices
  - Methods: Push/Phone/SMS
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- Wireless Network
  - Onboarding via **Fordham-Connect-Wifi**
    - **Student/Faculty/Staff**
      - (must logon with AccessIT ID account)
    - **Guest**
      - (must accept Acceptable Use Policy daily)
        - Available at all campuses
        - Supports 802.11 a/n/ac
        - Antivirus program required
        - Supports mobile devices
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- LawNET (https://fordhamlaw.net)
  - Announcements
  - My Courses
    - Course Info (syllabus, 1st reading assignment, cancellations)
  - JD Experience
  - Schedule
  - Apps/Resources
  - Events
  - Careers
  - Forms
  - Quick Links
  - FAQs
  - Alerts
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- **LawNET** ([https://fordhamlaw.net](https://fordhamlaw.net))
  - **Schedule**
    - Class schedule, cancelations
    - Academic calendar
  - **Events** *(subscribe to personalize your events)*
    - iCal
    - Reminder
  - **Apps/Resources/Settings/Sites**
    - Class Schedule
    - Registration
    - Echo360
    - Office365
    - DegreeWorks
    - WebEx
    - Print Center
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LawNET (https://fordhamlaw.net)

- Resources & FAQs
  - Technology
    - BitDefender Antivirus
    - Pharos Pop-Up Client
  - Computer Purchases
  - PC Recommendations
  - Guides and Tutorials
  - Directory
  - Tech Announcements
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- **Fordham Email (Gmail)**
  
  - **Username**: @fordham.edu
  - **Alias**: @law.fordham.edu

- Main source of communication
- Email for Life with unlimited storage
- Secure IMAP | Active Sync for Mobile Devices
- Can be forwarded
- SPAM Control

- To check your Law School email: http://my.fordham.edu /http://gmail.fordham.edu
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- Fordham Email (Gmail)
  - Send mail as @law.fordham.edu
  - Go to Settings > Accounts
    1. *add another email address*
    2. Confirm request
    3. *make default*
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- **Google Drive/File Stream**
  - **Unlimited** storage
  - Synchronize files across all devices
  - Available via web browser, client, and mobile app
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- **Microsoft Office 365** *(free)*
  - Opt-In to use the online web versions
  - Downloadable version of Office Pro Plus
  - Installable on 5 personal devices (PC/Mac/Mobile)
  - Must be a current student

LawNET > Apps > Microsoft Office 365
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- my.fordham.edu (university’s portal)

- Blackboard
- Class Schedule
- Registration
- Grades
- Financial Aid
- Transcripts
- DegreeWorks
- FIDN Lookup
- Address Emergency Contact Information
- Quick links
**Law Help Desk**

- **Printing (Pharos)**
  - $200 per academic year
  - $0.10 B&W and $0.20 Color
  - Print jobs stored for 24 hours
  - 5 high speed printers with duplexing + 3 MFD
  - Printers located on floors 2 through 6

  - **How to print?**
    - Always print to SpoolQ or ColorQ
    - Computers in the Law School
    - Your laptop using the **pop-up client**
    - Pharos Print Center: [remoteprint.fordham.edu](http://remoteprint.fordham.edu)

- **Adding funds to your account**
  - LawNET > Apps > Pharos Print Center
Accessing the Student Network (LAWSTUD)

Desktops with standard applications, network storage, and printing.
- Computers in the Law Library, 3rd and 4th floors
- Workstations in student orgs., journals, and the Law Clinic.

Personal Network Storage “M drive”
- Network storage
- Backed up nightly
- Protected from viruses
- Secure

* to connect using your law school student account, please contact the Law Helpdesk
Laptop Support?

- All services/applications provided to students, including BitDefender and the Pharos Pop-Up client
- **Exam4** (electronic examination software)
- Limited technical support for hardware issues *(waiver required)*

Resident Technology Consultant (RTC)

- Primary source of technology support for students living in McMahon Hall:
  - In–room support available until midnight
  - rtc@fordham.edu | www.fordham.edu/rtc
Exam4 (Electronic Exams)

- ExamID (*view in LawNET*)
- Used for in-class & take-home exams

Exam4 Registration:
- Process begins 3 to 4 weeks before exams
- Can’t miss it (*email, posters, and message on TV screens*)
- Supported on Windows & MACs only (*no mobile devices*)

Register by downloading Exam4 and taking a “Practice Exam” within the registration period every semester
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- **CALI** – Computer Assisted Legal Instruction
  - Consortium of over 170 Law Schools which offers over 100 computer based legal-tutorials online
  - Authorization Code FORDHMSstu74
  - www.cali.org

- **Thomson Reuters – Westlaw**
  - TWEN course management tool

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

Questions?