Elisabeth Haub
School of Law
Fall 2024 Orientation

Law ITS

PACE UNIVERSITY

Information Technology Services

Law ITS Team

Jackie Benaroch, Manager of Ed Media and Law ITS

Nesta Wright, IT Support Specialist

Danny Mathew, AV Support Specialist

CONTACT

Law ITS Help Desk

**Aloysia Hall Room 302
Monday through Friday
9:00 a.m.–5:00 p.m.**

**Law ITS website
Email: lawits@law.pace.edu**

Pace University Help Desk

**Monday through Thursday
8:00 a.m.–7:00 p.m.
Friday, 8:00 a.m.–6:00 p.m.
Saturday, 12:00 p.m. –4:00 p.m.**

**(914) 773-3333
Help Desk**

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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.

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COMPUTER LABS

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

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STUDENT PRINTING

- **Pharos print release stations**

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

Printing Type	Printing and Copying		Scanning
Black and White	6¢ for 1st side	3¢ for 2nd side	2¢ per scan
Color	30¢ for 1st side	27¢ for 2nd side	2¢ per scan

(printing is double sided by default)

  – **Four printers in Gerber Glass, and one in Dannat Hall lounge area.**

Visit the Student Printing website **for more info**

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WIRELESS

- **PACE-WIFI**

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

- **LAN ports**

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EXAM4

- **[Exam4 website](#)**
- **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, word count, etc. prior to your first exam**

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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 14.x.x Sonoma
macOS 13.x.x Ventura
macOS 12.x.x Monterey

** Extegrity Support no longer supports MacOS 11.7.x Big Sur**

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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