



**UF  
LAW**

ON THE RISE

# Welcome to UF Information Technology!



**Our office is open**  
Monday through Friday  
7:00am to 5:00pm

171 Holland Hall  
[help@law.ufl.edu](mailto:help@law.ufl.edu)

Classroom Support After Hours:  
5:00pm to 8:00pm  
➤ (273-0750)

These slides posted at:

<https://www.law.ufl.edu/technology-services/student-resources/ufit-orientation-presentation>

# Meet the Team



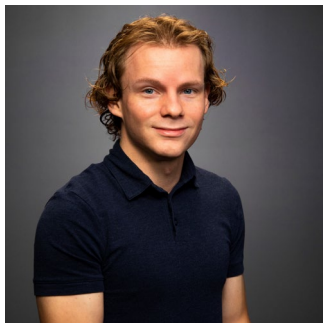
**Allen Brown**  
IT Supervisor



**Michael Quinones**  
Lead AV Tech



**Jared Futral**  
AV Tech



**Nick Thompson**  
IT/AV Tech



**Troy Fisher**  
IT/AV Tech



**Aaron Lamotte**  
IT Tech

# Additional Support Resources

Where do students go for help?

**UF Computing Help Desk**

**Phone:** (352) 392 – HELP (4357)

**Email:** [helpdesk@ufl.edu](mailto:helpdesk@ufl.edu)

**Web:** <http://helpdesk.ufl.edu>

**In person:** HUB 132

Open late on weekdays and open on weekends too!



# TODAY'S TOPICS

- ❑ Connecting to the UF Network
- ❑ GatorLink Account Management
- ❑ GatorCloud Services
- ❑ UF e-Learning Services
- ❑ Computing Services & Resources
- ❑ Classrooms
- ❑ OneUF
- ❑ UF Mobile App

# Connecting to the UF Network

Peer2Peer Software & Activity is **FORBIDDEN** on ANY UF network.

Types of connections: Wired vs. Wireless

Wireless:

To set-up: **connect to 'ufgetonline'** and follow the instructions on the page

The autoconfiguration will create your network to **'eduroam'**

VPN (AnyConnect): <https://it.ufl.edu/ict/documentation/network-infrastructure/vpn/> (Latest Version 4.9.06037)

Residence Hall <https://www.dhnet.ufl.edu/>

General Campus - <http://helpdesk.ufl.edu/>

# GatorLink Account Management

❑ <https://account.it.ufl.edu/>

❑ <https://login.ufl.edu/>

Available Services

- FORGOT YOUR PASSWORD?
- CHANGE YOUR PASSWORD
- GATORLINK INVITATION FINISH YOUR SETUP
- RESEND GATORLINK INVITATION

UF Authentication UNIVERSITY of FLORIDA

[CHANGE PASSWORD](#) [FORGOT/RESET PASSWORD](#) [CREATE ACCOUNT](#) [TROUBLE SIGNING ON?](#)

Username  
GatorLink Username

Password  
Password

[LOGIN](#)

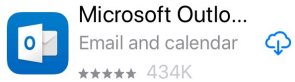
You are logging in to a University of Florida (UF) information system and agree to comply with the UF Acceptable Use Policy and Guidelines. Unauthorized use of this system is prohibited and may subject the user to criminal and civil penalties. UF may monitor computer and network activities, and the user should have limited expectations of privacy.

# GatorCloud Services

- Email (GATORMAIL)

- <https://www.mail.ufl.edu/>

- University of Florida allows access to the Microsoft Outlook app.



- Do not Use UF email as Primary Authentication for Personal Accounts such as, Twitter, FB.

- Office 365 Suite

- Install Office on 5 machines. Mobile apps are available as well.

- OneDrive@UF

- Cloud file storage from Microsoft.

- Dropbox for Education

- Yammer

- Storage and Office Suite

- <http://www.it.ufl.edu/gatorcloud/office-365-cloud-services/>

- More information <http://www.it.ufl.edu/gatorcloud/>



# E-Learning Systems

- ❑ Canvas - [elearning.ufl.edu](https://elearning.ufl.edu)
- ❑ TWEN – Some professors may use TWEN to post the course syllabus and assignments.
- ❑ Examsoft – [www.Examsoft.com/uflaw](https://www.Examsoft.com/uflaw)
  - ❑ Requires PDF reader
  - ❑ Take Home proctored exams

# Laptop Requirements

<https://www.law.ufl.edu/technology-services/student-resources/mandatory-laptop-requirement>

## Student Discount

- [Dell Discount Program](#)
- [Apple Discount Program](#)

Feature	PC	Mac
Processor	Dual-core Intel Core i5 or higher (Suggested i7)	Dual-core Intel Core i5 or higher (Suggested i7)
Memory	8GB (Suggested 16GB)	8GB (Suggested 16GB)
Hard Drive	256GB or more	256GB or more
Display	13" or larger	13" or larger
Wireless Card	802.11 g/n	802.11 g/n
Optical Drive (optional)	CD-RW/DVD combo player	CD-RW/DVD combo player
Other Features	Webcam	Webcam
Operating System	Windows 10	Mac OS X 10.13 (High Sierra) or higher
Software	Microsoft Office 2016, Adobe Reader	Microsoft Office 2016 for Mac, Adobe Reader
Storage Device	USB Flash Drive	USB Flash Drive
Anti-virus	Microsoft Windows Defender	Avast is available at no cost to all students
Warranty	3 year	AppleCare Protection Plan

# Software available for you

- Student software
  - <http://helpdesk.ufl.edu/software-services/>
  - Statistical software is also available
  - Adobe downloads are available at a discount.
- UFApps – huge library of free, cloud-based software
  - <http://info.apps.ufl.edu/>
- Front Door (Laptop Protection)
  - <http://www.frontdoorsoftware.com/ufl/>
  
- Lynda.com
  - Adobe
  - Final Cut Pro
  - Microsoft, Word, Power Point
  - SQL Server
  - Much More
  - <https://Lynda.com>

# What's Available in the Classroom?

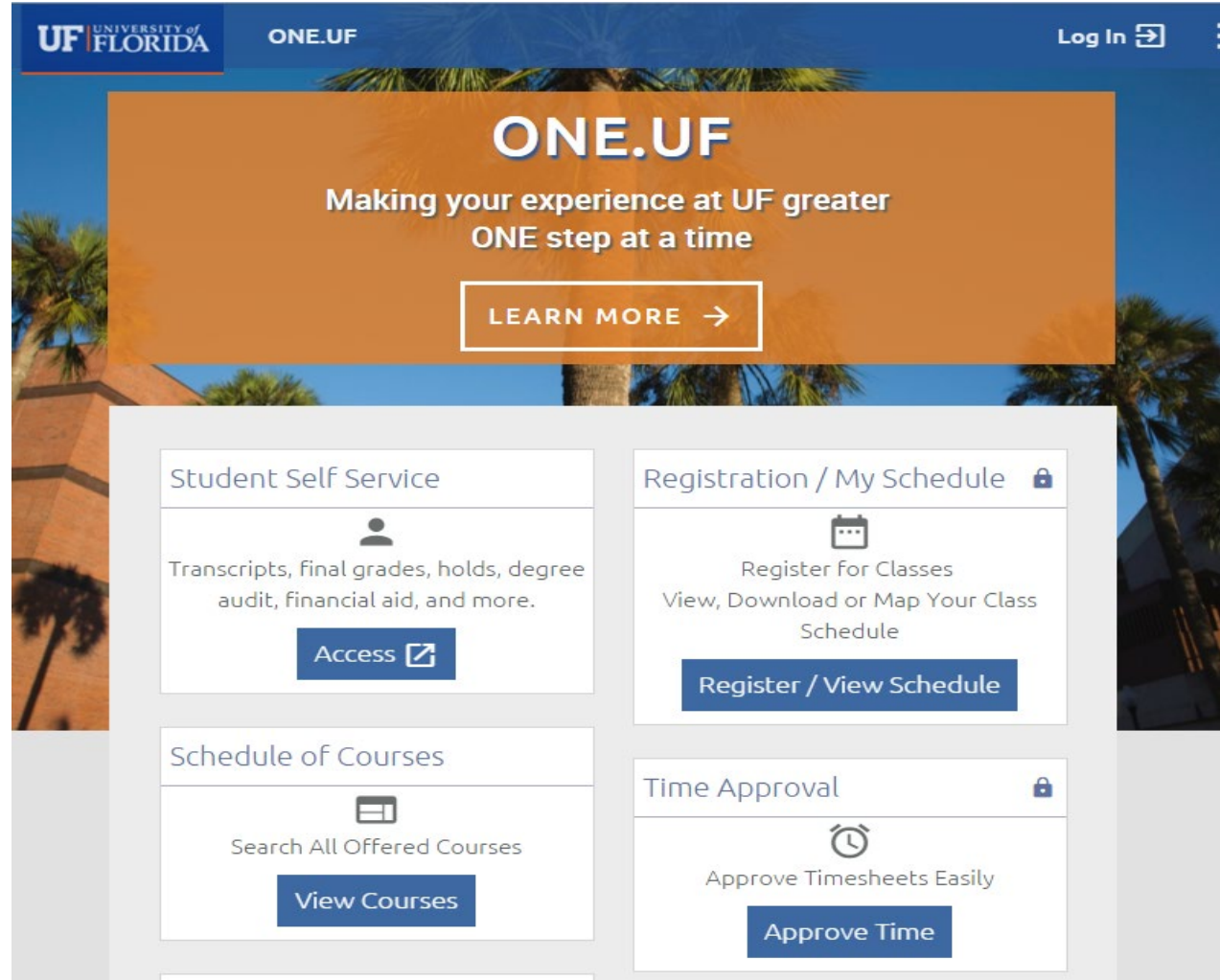
- ❑ State of the art Audio Visual systems
- ❑ WiFi
- ❑ Power for Laptops (most classrooms)
- ❑ Mediasite
  - ❑ <https://mediasite.video.ufl.edu/>
- ❑ Kaptivo
  - ❑ Web whiteboard



[Classroom Support](#)  
[help@law.ufl.edu](mailto:help@law.ufl.edu) or 352.273.0750

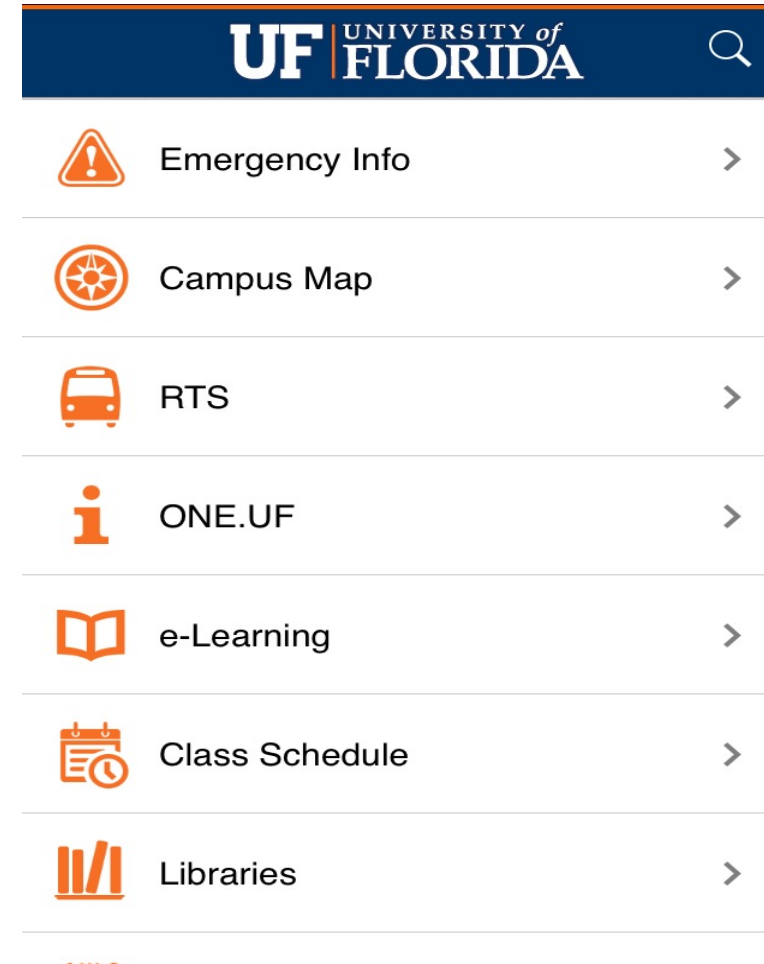
# One.UF

- ❑ <https://one.uf.edu/>
- ❑ Seamless mobile or desktop experience
- ❑ Easy access to many student functions
  - ❑ Enrollment
  - ❑ Schedules
  - ❑ Map



# UF Mobile App

- ❑ Available for iOS and Android through the app stores.
  - ❑ Search for 'University of Florida'
- ❑ Allows you to access UF websites on the go.
- ❑ Can also visit: <http://m.ufl.edu/info/>



## Questions or Concerns?

### **Drop by**

Help Table located in LIC

### **Contact us**

[help@law.ufl.edu](mailto:help@law.ufl.edu)

171 Holland Hall

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<https://www.law.ufl.edu/technology-services/student-resources/ufit-orientation-presentation>

# Welcome to the Legal Information Center





# Section 1

## Legal Research § A

**Gia Arney**  
Tax Legal Research  
Specialist



# Section 1

## Legal Research § B

**Elizabeth Hilkin**  
Assistant Director for  
Public Services



# Section 2

## Legal Research § A

**Sara Bensley**  
Emerging Legal  
Technology Specialist



# Section 2

## Legal Research § B

### Patricia Morgan Head of Metadata and Publications



# Section 3

## Legal Research § A

**Jane O'Connell**

**Associate Dean for Legal  
Information**



# Section 3

## Legal Research § B

**Christopher  
Vallandingham**  
Head of Collections



# **Gail Mathapo**

## **Faculty Services Librarian**









# Swipe Access



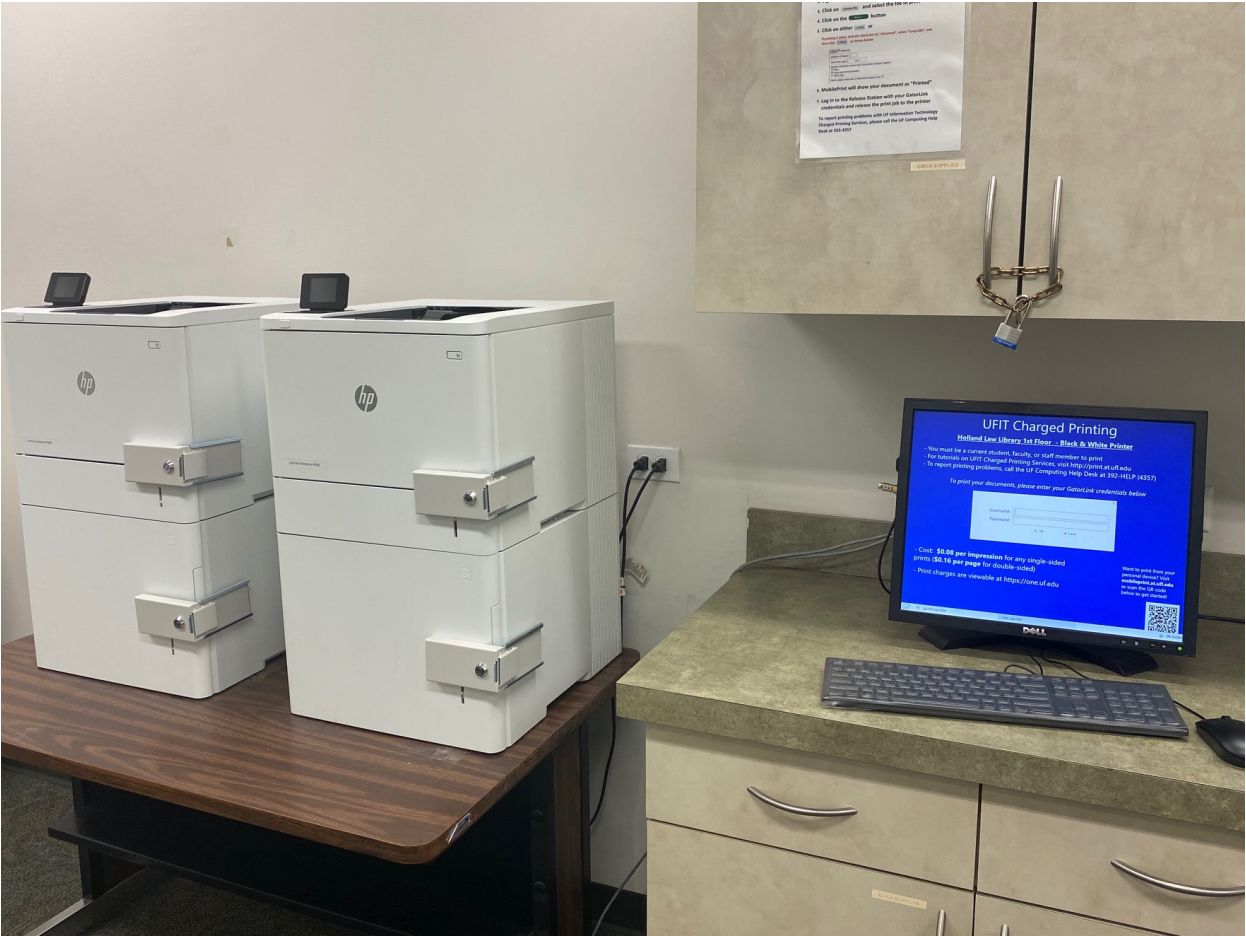
# Printing



<https://sg.ufl.edu/services/print-lab/>

# Printing

The screenshot shows the UFIT Charged Printing Services website. At the top, there is a navigation bar with links for Students, Faculty & Staff, Alumni & Friends, and Parents, Visitors & Fans. Below this is the UF logo and the text 'Printing Services Information Technology'. A search bar and social media icons are also present. A secondary navigation bar includes 'Mobile Printing' and a menu with 'Guides/FAQ', 'View My Printing Charges', 'Pay My Printing Charges', and 'Request Help'. The main heading is 'UFIT Charged Printing Services'. Below the heading are four small images showing students using printing services. At the bottom, there is a paragraph of text: 'UFIT's Charged Printing service provides UF students, faculty, and staff with the ability to print to over 50 locations on campus from their personal computer/mobile device or UF workstations in libraries and learning spaces. We offer both black & white and color printing. Large format poster printing is also available in certain locations. Please visit our [locations](#) page to see what services are offered at each site.'



<https://print.at.ufl.edu/>

# Scanning



# Front Desk



# 1L Guide

The screenshot shows the UF Law website's 1L Guide page. At the top, there is a navigation bar with the UF Law logo on the left and a search bar on the right. Below the navigation bar, there are several menu items: WHY UF LAW?, FACULTY & RESEARCH, ACADEMICS, STUDENT LIFE, CAREERS, and ADMISSIONS. The main content area features a large orange banner with the text "Lawton Chiles Legal Information Center" and "Today's Hours" (Circulation 7am – 7pm, Reference 10am – 5pm). Below the banner, there is a blue navigation bar with links for Home, About, Law Students, Law Faculty, Visitors, and Digital Scholarship. The main content area is divided into two columns. The left column contains a list of links: Welcome!, Law School Success, Study Aids, and Exam Prep. The right column contains sections for ASK US and ACCESSING THE LIBRARY. The ASK US section includes a search bar and a paragraph of text. The ACCESSING THE LIBRARY section includes a paragraph of text. The REFERENCE DESK section includes contact information for Call and Email.

ABA REQUIRED DISCLOSURES CALENDAR GIVING ALUMNI NETWORK LIBRARY RESERVE A ROOM

Welcome to UF LAW

UF LAW

WHY UF LAW? FACULTY & RESEARCH ACADEMICS STUDENT LIFE CAREERS ADMISSIONS

Lawton Chiles Legal Information Center

Today's Hours  
Circulation 7am – 7pm  
Reference 10am – 5pm

Home About Law Students Law Faculty Visitors Digital Scholarship

An introduction to the Legal Information Center and its resources

Search this site Search

Welcome!

Law School Success

Study Aids

Exam Prep

REFERENCE DESK

Call  
(352) 273-0723

Email  
librequest@law.ufl.edu

ASK US

Legal research faculty at the Levin College of Law Legal Information Center hold both JD degrees and MLS degrees. All the legal research faculty teach in the 1L legal research curriculum. If you have questions about resources, don't hesitate to ask your 1L legal research professor or any of us working the reference desk!

ACCESSING THE LIBRARY

Law students can access the Legal Information Center during the Library's open hours. Swipe your Gator 1 card to gain entry when our doors are secured. Please do not prop open or hold the doors open when they are locked so that we can provide a safe and secure research and study area for UF Law students. There are a variety of study spaces throughout the library for you to find a spot that suits your needs!

<https://guides.law.ufl.edu/first-year-guide>

# West Academic Study Aids

The screenshot shows the West Academic website interface. At the top, the logo "WEST ACADEMIC" is on the left, and navigation links "Hello University of Florida College of Law Guest", "Sign In", and "Create an Account" are on the right. Below the logo is a search bar with a "Search" button and a "Search Tips" link. A horizontal menu contains "1L SUBJECTS", "2L/3L SUBJECTS", "ACADEMIC SUCCESS", "CAREER SUCCESS", "SERIES", and "MY FAVORITES".

A central banner titled "STUDY AIDS DIGITAL COLLECTION" features an image of books and text: "West Academic Study Aids is provided to you by University of Florida College of Law Library and offers you easy online access to hundreds of study aids, treatises, and audio lectures to help you succeed in law school. Now you can download titles and study anywhere with the West Academic Library App. Your use is subject to certain terms and limitations." To the right of the text are icons for a smartphone and a laptop.

Below the banner are two main sections:

- MOST POPULAR AT YOUR SCHOOL:** This section displays three book covers: "Exam Pro on Civil Procedure", "Exam Pro on Torts (Objective)", and "A Short & Happy Guide to the MPRE". A "View the Most Popular" link is at the bottom right.
- AUTHORED BY FACULTY AT YOUR SCHOOL:** This section displays three book covers: "Black Letter Outline on Federal Income Taxation", "International Taxation in a Nutshell", and "Federal Estate and Gift Taxation in a Nutshell". A "View All Authored by Your Faculty" link is at the bottom right.

At the bottom, there are two buttons: "RECENT RELEASES" and "RECOMMENDED SERIES".

<https://subscription.westacademic.com/>



Search

Search

Search Tips

1L SUBJECTS ▾

2L/3L SUBJECTS ▾

ACADEMIC/CAREER SUCCESS ▾

CONTENT TYPE ▾

SERIES ▾

MY FAVORITES



Principles of Legal Research



### Principles of Legal Research

Authors: Olson, Kent C. / Kirschenfeld, Aaron S. / Mattson, Ingrid

Edition: 3rd

Copyright Date: 2020

Favorite



Learn More

[View previous edition](#)

Search in Book

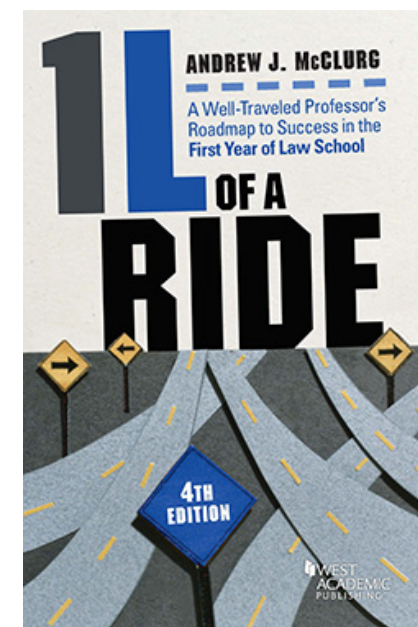
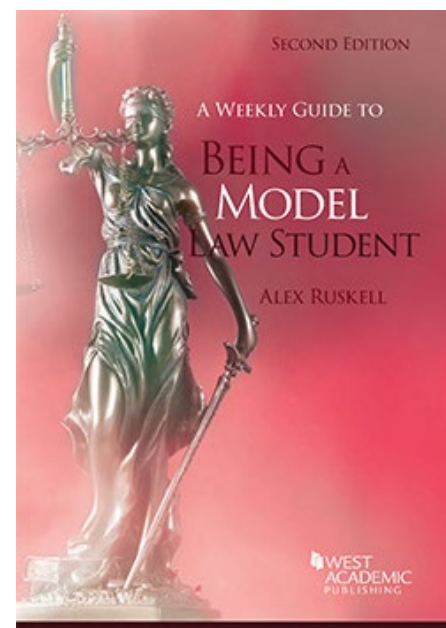
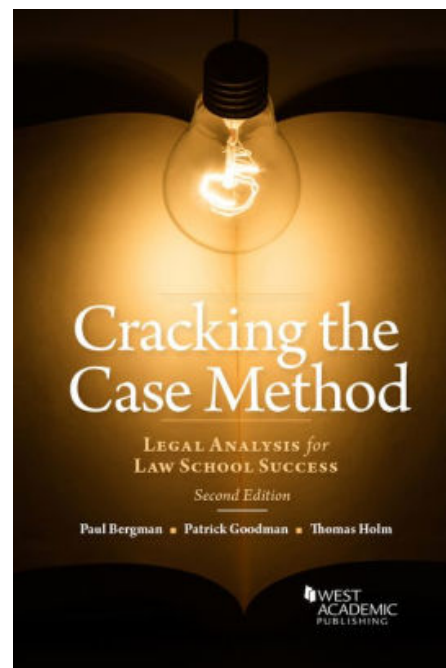
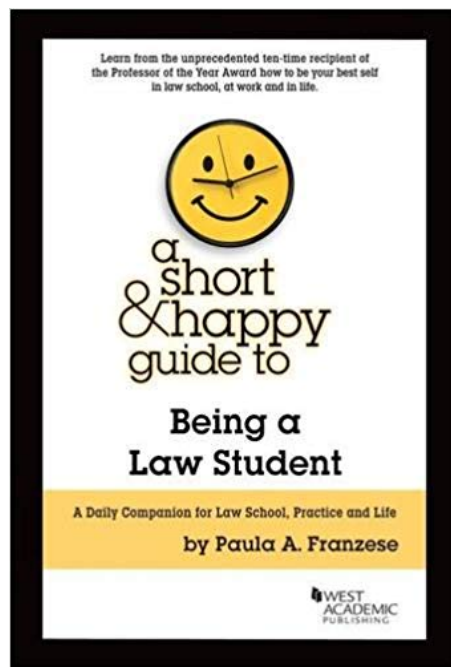
Browse Book

Book Description

Expand All

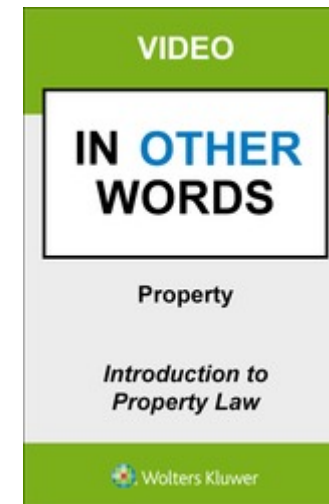
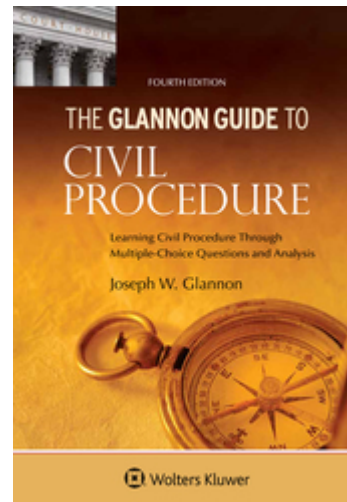
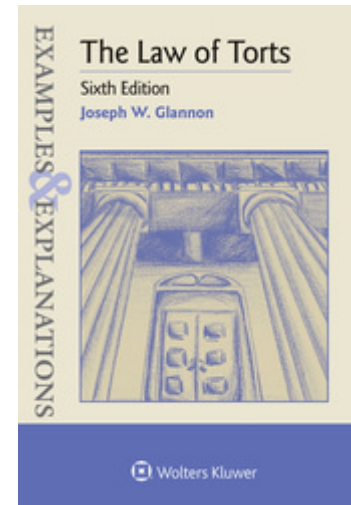
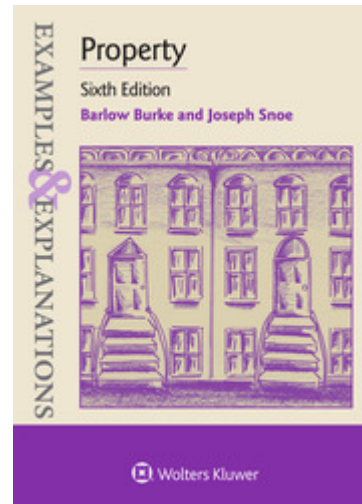
- Preface
- ▶ Acknowledgments
- ▶ Part I. Starting Points
- ▶ Part II. Constitutions and the Legislative Branch
- ▶ Part III. The Executive Branch
- ▶ Part IV. The Judiciary
- ▶ Part V. Advanced Research Areas
- Table of Cases
- Resource Index
- Subject Index

# Academic Success Titles



<https://subscription.westacademic.com/Book/Detail/27391#watch-videos-tab>

# Wolters Kluwer Online Study Aid Library



<https://ebooks.aspenlaw.com/bookshelf>

