

# CHAPTER FOUR: BRANDEIS TECH POLICIES AND PROCEDURES



**Nothing in this Chapter shall supersede any applicable University of Louisville policy.**

## Law School Information Technology Department

The Brandeis School of Law IT Department fully supports the following resources or services:

- Exam4, including installation and troubleshooting;
- Computers purchased by and located in the Law School, including the Law Library computer lab, classrooms, student organization offices and the Ackerson Law Clinic.

Users may not modify or repair, or attempt to modify or repair, any computer hardware, audiovisual equipment or photocopying/printing equipment, whether owned by the University of Louisville or a third party. Nor may any user install or modify, or attempt to install or modify, any software, including applications and operating systems, on any equipment owned by the University of Louisville or a contractual third party. Instead, report problems as soon as possible to the Brandeis School of Law Information Technology Department:

Rooms 115-119  
502-852-2560  
UofLLawIT@louisville.edu  
louisville.edu/law/intranet/ (<https://louisville.edu/law/intranet/>)

Violation of this policy may result in the student's loss of the use of applicable Law School- or University-provided technology resources or services and may also violate the University of Louisville's acceptable use policies (<https://louisville.edu/policies/policies-and-procedures/pageholder/pol-user-accounts-and-acceptable-use/>), resulting in additional sanctions.

The Brandeis School of Law IT Department provides limited support for the following resources or services, which are administered by University of Louisville Information Technology:

- Microsoft 365 applications, including email accounts

- Adobe Creative Cloud
- ULink password issues
- Secure wireless network access (*ulsecure/eduroam*)

The Brandeis School of Law IT Department does not support resources or services provided by third parties, such as Westlaw, LexisNexis, Bloomberg Law, CALI (consortium for Computer-Assisted Legal Instruction) and Symplicity. Students needing assistance with legal research services or CALI should contact the Law Library at [lawlibrary@louisville.edu](mailto:lawlibrary@louisville.edu). Students needing assistance with Symplicity should contact Jina Scinta, in the Office of Professional Development, at [jina.scinta@louisville.edu](mailto:jina.scinta@louisville.edu) or 502-852- 6368.