

# New Employee Quick Start Guide



## Service Desk Portal

The Appellate Division IT Service Desk is available to assist you during normal business hours:

<https://ad4.nycourts.gov/jira/servicedesk/customer/portals>

**Most Popular Resources** designed to get you up and running quickly with as little frustration as possible:

- [Is WordPerfect available for home use to Court Staff?](#)
- [Time and Leave Calendar Quick Start Guide](#)
- [How to Login to the Call Pilot Voicemail System](#)
- [Outlook Training and Quick Start Guides](#)
- [Nortel Avaya Desk Phone Quick Start Guide](#)
- [How to Login to Your NYCOURTS.GOV Email Account](#)