

WELCOME TO PALMER MANHATTAN

- The class schedule and assigned classrooms can be found [here](#). Palmer Manhattan classes are held in the [NYU Bobst Library](#).
- **Entering Bobst:** When you enter Bobst Library the first time, go to the far **LEFT** to the privileges window. If you are registered for a class meeting in Bobst, they will have your name and will give you a sticker for your LIU ID OR a pass that will work until you have your ID (see **IDs and getting oriented below**). Allow some extra time at the privileges window in case there's a line on the first days of the semester, and be sure to bring a picture ID if you don't have your official LIU ID!
- **Continuing students** will be given a sticker for the LIU ID. Only students taking in-person classes at Bobst will have access to the Library.
- **Classrooms:** The classrooms we use are in several places within Bobst. We have a small seminar room on the 4th floor, room 413; we have a conference room off the lobby, behind the circulation desk (the Public Services Conference Room); and we have room 745 on the west side of the 7th floor. We also have use of the computer labs on the level below the lobby. Please see the [schedule](#) to find out where your classes meet.
- **IDs and getting oriented:** If this is your first semester at Palmer Manhattan, please contact Amy.Ingrilli@liu.edu if you have any questions. You will need an LIU ID so please attach a headshot to an email sent to Nilda.Nelson@liu.edu (photo should be attached, not included in the body of the email). No sunglasses or hats please! **Include your mailing address and nine digit ID number in the email to Ms. Nelson.** She will send the ID directly to you.
- **To do:** Be sure that you are subscribed to kiosk: <https://lists-1.liu.edu/mailman/listinfo/cwp-kiosk> and that you have activated your MyLIU account at my.liu.edu. Remember that you must use your MyLIU account when communicating with us and include your nine-digit ID number (starts with 100)!
- **Read** about the [e-Portfolio requirement](#) and look for notices about upcoming Adobe Connect sessions to answer questions.
- **Check your schedule** on My.LIU.edu! Make sure that you are actually in the classes you planned to be in and dropped from the ones you may have dropped!
- Be sure to check out the [Post Schwartz Library](#) with its many **databases** and so much more. For those requiring a sign-in, use the same sign-in and password you use for your LIU email. Definitely explore this amazing resource.