**RESOURCE ACCESS REQUEST INSTRUCTION**

1. **PACE ICE**

Goal:

Get access to: <https://gatech.service-now.com/home?id=kb_article_view&sysparm_article=KB0042102> (PACE ICE, aka COC cluster)

TODO:

Acquire PACE TA Access: Contact [david.mercer@cc.gatech.edu](mailto:david.mercer@cc.gatech.edu) and [academicresources@cc.gatech.edu](mailto:academicresources@cc.gatech.edu) for gaining PACE TA Access. Note to them that you are the new TA for CS8903 class and ask them to grant you and the course (CS8903 and CS6999) ICE access. CC Nicholas Lytle and Bree. (Guidance reference: <https://gatech.service-now.com/home?id=kb_article_view&sysparm_article=KB0042194>)

Once they grant the course PACE ICE access, students who register under the course can access PACE.

Note: Let them know that you will be using it in an instructional capacity instead of research purpose. If you mention research work, they will direct you to PACE Phoenix cluster instead.

For support:

[academicresources@cc.gatech.edu](mailto:academicresources@cc.gatech.edu)

[pace-support@oit.gatech.edu](mailto:pace-support@oit.gatech.edu)

Additional Info:

* Form: <https://gatech.service-now.com/technology?id=sc_cat_item&sys_id=02ca19891b06309429eba8e2b24bcbe5&sysparm_category=469951811b06309429eba8e2b24bcbd6> is for courses outside College of Computing.
* Verify Access at <https://ondemand-ice.pace.gatech.edu/pun/sys/dashboard/> after logging on GT VPN.
* To use a fairly large dataset but scratch storage on ICE is not enough to download the whole thing: According to <https://gatech.service-now.com/home?id=kb_article_view&sysparm_article=KB0042094>, TAs can request additional scratch storage for students in their classes, or students can reach out to PACE IT support directly.

1. **DROPBOX**

TODO:

Contact [support@cos.gatech.edu](mailto:support@cos.gatech.edu) and Dr. McGrath ([pmcgrath7@gatech.edu](mailto:pmcgrath7@gatech.edu))  to request McGrath’s DropBox access. As for accessing the Dropbox, if you haven't already, you will need to get a GT Dropbox. You can request to get one through this link <https://gtvault.sharepoint.com/sites/collab-requests/> . More info on this can be found at [dropbox.gatech.edu](http://dropbox.gatech.edu/). After you are given access, you can then just login to Dropbox with your normal GT account and it should show up under shared Dropboxes.