

Equipment Usage ACC 106

Projector

Conference room 106 has a built in projector and screen for use by all guests of the room. The controls for the projector are located by the door to the room.



Inputs

The inputs for the projector are located on the south wall of the conference room near the projector screen.



Turning On

To activate the port for the video (either Main PC or Laptop) you will need to press “Main PC” or “Laptop” and then press the “On” button. Please note that the projector takes about 1 minute to warm up before the PC display will be projected.

Turning Off

When you are finished with the presentation, please turn off the projector. Select the input (either “Main PC” or “Laptop”) and select the “Off” button.

Laptops

There are 22 laptops available for training in ACC 106.

If you need these laptops or information for logging into them, please contact Building Management at 269-0330 or come to Suite 280.