


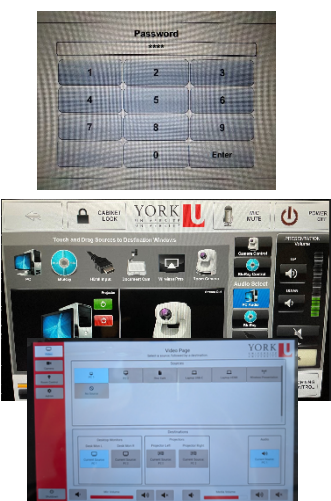


Using the Osgoode Classrooms



1005 [MOOT COURT]

	<ul style="list-style-type: none"> • Immediate Help – Call the York University Services Centre (USC) for help • Using the Classroom Phone: Press IT HELP then press 1 • Using your Mobile Phone: Call (416) 736-5212 then press 1
	<ul style="list-style-type: none"> • The computer is installed in the cabinet behind the stage • The microphone and batteries are stored in the cabinet drawer behind the stage • The room divider doors must be fully open for the equipment to function. The control buttons to open and close the divider are on the wall beside the cabinet • You can connect your own laptop to the HDMI or USB-C cables on the credenza
	<ul style="list-style-type: none"> • Use the volume buttons on the control screen to adjust the microphone or speaker levels

Powering on the Equipment




<ol style="list-style-type: none"> 1. Unlock the screen and cabinet using 5065 2. Turn on the computer in the cabinet 3. Drag the icon for the equipment you want to use into the Projector square <ul style="list-style-type: none"> ○ PC – The classroom computer ○ Laptop – Your laptop, connected to the credenza ○ DocCam – The document camera ○ Wireless Presenter – Follow the on-screen instructions to connect your laptop 4. To use the camera, drag the camera icon to the Stream Out square 5. To select a sound source, select the devices under Audio Select 6. Sign into the computer using your Passport York credentials 	
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Powering off the Equipment

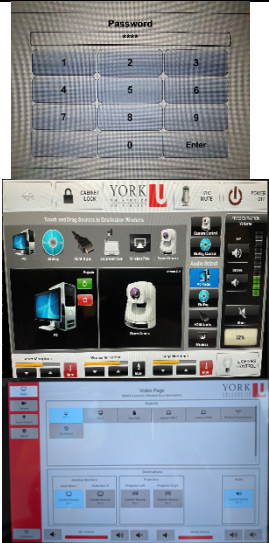
<ol style="list-style-type: none"> 1. Return all equipment to the cabinet drawer 2. Sign out of the computer. Click Start -> User Button -> Sign Out 3. On the control screen, tap Shutdown then Yes (Logout) 	
 <p>yorku.ca/safety</p>	<h3 style="text-align: center;">Community Safety</h3> <p style="text-align: center;">For Emergency Assistance Call 911, then Security Services at 416-736-5333</p>

Using the Osgoode Classrooms



1006 [BACK OF MOOT COURT]

	<ul style="list-style-type: none"> • Immediate Help – Call the York University Services Centre (USC) for help • Using the Classroom Phone: Press IT HELP then press 1 • Using your Mobile Phone: Call (416) 736-5212 then press 1
	<ul style="list-style-type: none"> • The computer is installed in the credenza cabinet • The microphone and spare batteries are stored in the cabinet drawer • The room divider doors must be fully open for the equipment to function. The control buttons to open and close the divider are on the wall beside the cabinet in 1005 • You can connect your own laptop to the HDMI port in the credenza
	<ul style="list-style-type: none"> • Use the volume buttons on the control screen to adjust the microphone or speaker levels

Powering on the Equipment

<ol style="list-style-type: none"> 1. Unlock the screen and cabinet using 5065 2. Turn on the computer in the cabinet 3. Drag the icon for the equipment you want to use into the Projector square <ul style="list-style-type: none"> ○ PC – The classroom computer ○ Laptop – Your laptop, connected to the credenza ○ DocCam – The document camera ○ Wireless Presenter – Use the on-screen instructions to connect your laptop 4. Sign into the computer using your Passport York credentials 	
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Powering off the Equipment

<ol style="list-style-type: none"> 4. Return all equipment to the cabinet drawer 5. Sign out of the computer. Click Start -> User Button -> Sign Out 6. On the control screen, tap Shutdown then Yes (Logout) 	
 <p>yorku.ca/safety</p>	<h3>Community Safety</h3> <p>For Emergency Assistance Call 911, then Security Services at 416-736-5333</p>