



Operating Instructions for Group Study Rooms 126, 127, 128, 129

To use the installed laptop computer

- A desktop computer is located in the equipment rack in the corner of the room. Verify that it is turned on; a green power indicator light is located next to the power button.
- To display the installed computer on to the wall-mounted monitor, press button **1** on the switcher located at the top of the equipment rack
- Use the provided wireless keyboard and mouse to operate this computer. Check the labels on the keyboard & mouse to verify that they match your room number, and check the small on/off switch on the bottom of the each to make sure they're on.
- If the wireless keyboard and mouse are unavailable, use the wired keyboard and mouse located on top of the equipment rack
- Log in with your PennKey and password
- Audio is provided through the speakers attached to the screen; use the volume control on the Windows Task Bar to adjust listening level.
- When you're done, please be sure to log out, and return the mouse to its charging cradle.

To connect your own portable computer

- You'll find an audio/video cable connected to the front of the rack; connect this cable to the video & audio outputs of your portable computer.
- To display your portable computer on to the wall-mounted monitor, press button **2** on the switcher located at the top of the equipment rack
- Use wireless PennNet or the provided Ethernet cable to connect to the internet. In general, a wired network connection will provide better speed and more reliable connection
- Audio is provided through the speakers attached to the screen; use the volume control on your computer to adjust listening level.
- Return the cable to its hanger when you're done.

Please be sure to return the wireless mouse to its charging cradle (located on top of the equipment rack) when you're done.