



SC 306

Classroom Technology

Data Projector Controls

Power

Step 1: Power on projector

Input

Select an input for the projector. To use the document camera, select HDMI. To use the laptop, select laptop 1.



Volume Control

Turn dial to the right to increase volume. LED lights display volume level.

PC Instructions

Access the Windows Desktop

Login to the Workstation

1. Click anywhere in the Windows 8.1 lockscreen (picture of Chapel of the Immaculate Conception)
2. The login screen should say “Log on to this computer”, if not, select the “computer only login” option under the username and password fields.
3. Enter the username **faculty**; and leave the password field blank.
4. Click the **right arrow** or hit the **enter** key to login

Access Your Network (Novell) Files

Login to the Campus Network

1. Double click the Novell Login shortcut (**N**) on the desktop
2. Enter your Novell/LDAP username and password
3. Click **OK** (a status window will open to display the login process and close when fully completed)

Gain Secure Access to the Internet

Login to the UD Network Authentication System

1. Upon login a web browser window will appear prompting you for network access.
2. Enter your LDAP username and password in the provided text fields.
3. Click **Sign in**
4. Before you leave the room log out of the workstation by clicking on the Start Menu and selecting “Log Off.” You can also log off by pressing **Ctrl+Alt+Del** and clicking “Sign Out”.

Classrooms Are Shared Spaces

So please...

- Do not store sensitive data on Classroom PCs
- Log off of Classroom PCs
- Power off projector(s)
- Remember any flash drives, belongings

Contact Us



Immediate Assistance Hotline Phones

1. Need our help right now? Pick up the classroom support phone near your classroom.
2. No need to dial. We'll answer.

IT Service Center

Anderson Center 028

Phone: 937-229-3888

Email: itservicecenter@udayton.edu