Technology Reference Sheet
Need to Know Info

Log In Basics

| User Name       | (abe | bsd | esl | hss ) + ( student | instructor ) |
|-----------------|------------------|
| Domain          | OEC              |

Instructors Stations

Startup / Power On
Flip red switch on, turn computer on, use computer to turn on the projector

Shutdown / Power Off
Projector off via computer, Computer shutdown as normal, and flip red switch off

Equipment Information

| Equipment                  | Flip red powers switch in top left corner of right cabinet |
|                           | Power button top front, use USB ports on bottom and keyboard |
| Top Switch                | Up: show computer, Down: show document camera |
| Middle Switch             | Up: show computer or doc camera, Down: show VCR |
| Bottom Switch             | Computer controls power, freeze frame, and blank |

Using Instructor Software and Media

Playing DVDs in Computer
Insert DVD (auto plays), projector showing computer
Controls: +/- Volume; <Esc> Exits; <Space> Pause/Play

Playing CDs in Computer
Inset CD, Standard controls shown on screen

Projector Toolbar
Controls power, freeze frame, and blank

eBeam Annotate
Right click on tray icon, choose annotate screen

Classroom monitoring (Desktop->Instructor Tools->)

View 1 computer
View Student Computer, enter room and computer #s

View all Computers
Computer Monitoring Consol, choose room # from left

Power on/off, Log off, and Monitors on/off
Computer Power Control, choose action

Projector Controls
Projector Manager Toolbar

Technology WebPages

Technology Work Requests (onsite or via remote.rsccd.org)
E-mail, remote portal, and ASAP
Intranet

URL
http://helpdesk
https://remote.rsccd.org
https://intranet.rsccd.org

Technology Phone Numbers (for emergencies)

<table>
<thead>
<tr>
<th>1. OEC ITS (Monday-Thursday)</th>
<th>(714) 628-5918</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. SCC Helpdesk (Monday-Friday)</td>
<td>(714) 628-5999</td>
</tr>
</tbody>
</table>