Braker 002

Getting Started
Entering the room
1) Enter the 4-digit access code (sent to you by Tisch Administration) on the **Magnum Alert** keypad (the upper keypad).
2) Press the vertical **On/Off** button near the right of the keypad.
3) Below the **Status** label, a green light will illuminate once you have disarmed the alarm.
4) On the lower keypad, enter the same 4-digit code, and press the * key.
5) Push the door immediately without turning the knob.

Adjusting room lights
As you enter the room, the light switches are located on your left.
- To increase the brightness, push up on the slider next to TTS switch.
- To decrease the brightness, push down on the slider.

Presenting from the Instructor Station
Turning on the Instructor Mac
1) Locate the instructor Mac situated on the lower right hand platform of the instructor station.
2) Turn on the instructor station by pressing the power button on the front of the computer.

Logging on to the Instructor Mac
1) A **Welcome to MacOS** window will appear once the Mac has started up.
2) If the **Welcome** window does not appear,
   a) Check to see if the monitor is turned on.
   b) If there isn't a green glowing light at the bottom right of the monitor, press the monitor's power button.
3) In the box labeled **Name**, enter the **computer's name** (printed at the top of the monitor).
4) In the box labeled **Password**, enter the **computer's name** a second time.

5) Click the button labeled **Log in**.

Starting up the student machines
To power up student Macs, follow the same procedure followed for the instructor Mac.

Turning on the Projector
1) Locate the white projector keyboard on the wall behind the instructor station.
2) Press the **On/Off** switch in the upper right corner of the keypad.

Finishing Up
Turning off the Macs
1) For each Mac, choose **Shut Down** from TTS **Special** menu.
2) The Mac will shut down and power off.

Turning off the projector
Hold the **On/Off** button for 5 seconds and then release.
- It will take at least 30 seconds for the unit to power down and another minute to complete TTS cooling process.

Final Steps
1) Collect all belongings from the classroom.
2) Turn off lights using the light switches near the entrance to the room.
3) Exit the room, closing the door behind you.
4) Re-activate the alarm by entering the 4-digit code on the **Magnum Alert** keypad (upper keypad) on the wall.
5) Press the **On/Off** button.
6) The red light labeled **Armed** will light up, indicating that you've enabled the room's alarm.

Tip: There is no need to roll up the wall screen. The screen should remain lowered at all times.

Please remember to POWER OFF at the end of your lecture!

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