

Mobile Lab Procedures

Setup

1. Count iBooks before you leave the Catalyst.
2. Plug in Mobile Lab (even if not using top computer, to charge laptops).
3. Press power button on the front of the computer. [Bottom right, next to speaker.]
(You may need to attach computer to the projector.)
4. Press green power button on the projector (NEC) for two seconds.
Orange light will turn to green.
5. Open Internet Explorer or Netscape to check for access to wireless network.
6. Take out and turn on iBooks.
Press power button. [Top right, above F9 key.]

Takedown

1. Any files that are left on the desktop will be deleted on reboot. If you wish to save the documents, save them to the drive labeled Extra.
2. Shut down workstation and iBooks.
[Use workstation to model shutdown for iBooks.]



Blue Apple menu > Shutdown. [iBooks users click on Shutdown if they went to Logout first.]

3. Press power button for two seconds on NEC projector.
'Please wait a moment' will appear at the bottom of the projected screen.
ONLY after flashing green light turns orange, should you unplug the cart.
4. Place iBooks in cart. Make sure they are plugged into the cart. Recount iBooks – should match Setup count.
5. Prepare cart for travel: lens cover on, power cord, etc.
Return cart to Media Center desk.
[After hours checkout and returns will have to make prior arrangements.]



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