

Thursday**Jhan, 3:30PM to 6:30PM****Oct 20 2016**

Task Type	Time	Building	Room	Special Instructions/Comments	Initial Here
Crestron Logout	1600	SSB	N201		
CLOSE ACE017	1600	ACE	017	Keys are in ACE 015 storeroom. Make sure all workstations have a keyboard and a mouse, shut down the lights and lock the door.If the room is already locked please report on your log.	
Crestron Logout	1630	ACW	106	Ensure neck mic goes back to equipment drawer.	
Crestron Logout	1730	ACE	013	Ensure neck mic goes back to equipment drawer.	
Crestron Logout	1730	ACW	009		
Crestron Logout	1730	ACW	205	Ensure neck mic goes back to equipment drawer.	
Crestron Logout	1730	ACW	306		
Crestron Logout	1730	ACW	307		
Crestron Logout	1730	CFA	312	Ensure neck mic goes back to equipment drawer.	
Crestron Logout	1730	DB	3069		
Crestron Logout	1730	DB	3072		
Crestron Logout	1730	SSB	E111	Ensure neck mic goes back to equipment drawer.	
Crestron Logout	1730	SSB	S125		
Crestron Logout	1730	SSB	S127		
Crestron Logout	1730	SSB	S129		
Crestron Logout	1730	SSB	W132	Ensure neck mic goes back to equipment drawer.	
Crestron Logout	1730	SSB	W255		
Crestron Logout	1730	SSB	W256		
Crestron Logout	1730	SSB	W356		
Crestron Logout	1730	SSB	W357		
Crestron Logout	1730	HNE	401	Ensure neck mic goes back to equipment drawer.	
Crestron Logout	1730	R	N143		
Pickup Mic	1730	OSG	1005	Return 2 mics, stands and cables to booth behind stage	
Crestron Logout	1800	ACW	203		
Crestron Logout	1800	ACW	209		
Crestron Logout	1800	DB	0010	Ensure neck mic goes back to equipment drawer.	
Setup Mic	1800	DB	2027	Neck mic and small PA from DB 0003	