

Jhan, 6:30PM to 10:00PM

10/12/2016

Staff Name	Task Type	Date(MM/DD/YYYY)	Time	Building	Room	Special Instructions/Comments
Jhan	Crestron Logout	10/12/16	1530	MC	111	
Jhan	Crestron Logout	10/12/16	1530	MC	213	
Jhan	Crestron Logout	10/12/16	1600	LSB	106	Ensure neck mic goes back to equipment drawer.
Jhan	AV Shutdown	10/12/16	1600	LSB	106	Make sure neck mic goes back to drawer and log off touchscreen.
Jhan	AV Shutdown	10/12/16	1600	FC	305	Turn off PC and projector. Lock room.
Jhan	Crestron Logout	10/12/16	1630	SLH	A	Ensure neck mic goes back to equipment drawer.
Jhan	Other	10/12/16	1715	LAS	C	RIGHT PROJECTOR NOT WORKING - USE LEFT PROJECTOR
Jhan	Setup Mic	10/12/16	1715	LAS	C	Take cart with mixer, 2 wireless mics and 2 mic stands from Lassonde 1011 storeroom (across from Lassonde A). Go to Lassonde C classroom (class starts at 5:30 pm but be there early in case previous class ends early).
Jhan	Crestron Logout	10/12/16	1730	CC	211	
Jhan	Crestron Logout	10/12/16	1730	CLH	L	Ensure neck mic goes back to equipment drawer.
Jhan	Crestron Logout	10/12/16	1730	FC	203	Ensure neck mic goes back to equipment drawer.
Jhan	Crestron Logout	10/12/16	1730	LAS	A	Ensure neck mic goes back to equipment drawer.
Jhan	Crestron Logout	10/12/16	1730	MC	050A	
Jhan	Crestron Logout	10/12/16	1730	MC	101	
Jhan	Crestron Logout	10/12/16	1730	MC	109	
Jhan	Crestron Logout	10/12/16	1730	MC	112	
Jhan	Crestron Logout	10/12/16	1730	MC	157A	Ensure neck mic goes back to equipment drawer.
Jhan	Crestron Logout	10/12/16	1730	MC	211	
Jhan	Crestron Logout	10/12/16	1730	MC	212	
Jhan	Crestron Logout	10/12/16	1730	SC	114	
Jhan	Crestron Logout	10/12/16	1730	SC	205	
Jhan	Crestron Logout	10/12/16	1730	SC	214	
Jhan	Crestron Logout	10/12/16	1730	SC	224	
Jhan	Crestron Logout	10/12/16	1730	SC	303	Ensure neck mic goes back to equipment drawer.
Jhan	Crestron Logout	10/12/16	1730	SLH	107	
Jhan	Crestron Logout	10/12/16	1730	SLH	F	Ensure neck mic goes back to equipment drawer.
Jhan	Other	10/12/16	1730	MC	157A	Door code 11012*
Jhan	Crestron Logout	10/12/16	1800	CB	115	Ensure neck mic goes back to equipment drawer.
Jhan	Crestron Logout	10/12/16	1800	MC	113	
Jhan	Crestron Logout	10/12/16	1800	MC	114	