

Jhan, 3:30PM to 6:30PM

10/12/2016

Task Type	Time	Building	Room	Special Instructions/Comments	Initial Here
Crestron Logout	1600	ACE	237		
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	1700	SSB	W256		
Crestron Logout	1730	ACE	013	Ensure neck mic goes back to equipment drawer.	
Crestron Logout	1730	ACE	244	Ensure neck mic goes back to equipment drawer.	
Crestron Logout	1730	SSB	E111	Ensure neck mic goes back to equipment drawer.	
Crestron Logout	1730	SSB	N107	Ensure neck mic goes back to equipment drawer.	
Crestron Logout	1730	SSB	S124	Ensure neck mic goes back to equipment drawer.	
Crestron Logout	1730	SSB	W132	Ensure neck mic goes back to equipment drawer.	
Crestron Logout	1730	SSB	W356		
Crestron Logout	1730	SSB	W357		
Crestron Logout	1800	ACE	231		
Crestron Logout	1800	SSB	S123		