

LA-4450 Presentation Room

If hardware or software problems occur during your use of this room, please notify the InfoSys Service Desk (LL-453, 46753). Service Desk personnel will notify their supervisor immediately and page technical staff to come to your aid.

We do ask that everyone using the LA-4450 Presentation Room help us by:

- ❑ Identifying themselves to the InfoSys Service Desk
- ❑ Giving the event name in progress
- ❑ Giving the room number (LA-4450)
- ❑ Describing the hardware/software problem

In this way technical staff will be better prepared to assist upon arrival.

Please use the procedures in this binder to assist you with operating the LA-4450 Presentation Room hardware and software.

Tab #1

- ❑ **How to Use the Egan White Board**
- ❑ **How to Use the Mitsubishi LVP-X300 Projection System with Computer Display**
- ❑ **How to Use the Panasonic VCR and Sony Video Presentation Stand with the Mitsubishi LVP-X300 Projection System**

Tab #2

- ❑ **Room Use Procedures**

Tab #3

- ❑ **Presentation Room Facilities**