


Wall Jack Status

Wall Jacks are for Phone and Data connections. Each is labeled in a XX.XX.XX format and can have up to 6 ports. Phone ports are beige, while data ports are orange in color. The following configuration is a jack with 1 phone and 2 data connections (the current standard):

This is a Standard Wall Jack with one Phone and two Data ports.		
Generally the top left port is used for the phone. It is referred to as the 1 or A port. It has a white insert and is ready for a phone instrument to be attached.	Label across the top provides the Jack Number in a XX.XX.XX format.	Generally the top right port is used for data. It is referred to as the 2 or B port. It has an orange insert and is ready for an Ethernet cable to be attached. A punch-down in the closet is also needed for final use.
The middle left port is referred to as the 3 or C port. It is closed on this jack.		The middle right port is referred to as the 4 or D port. It has an orange insert and is ready for an Ethernet cable to be attached. A punch-down in the closet is also needed for final use.
The bottom left port is referred to as the 5 or E port. It is closed on this jack.		The bottom right port is referred to as the 6 or F port. It is closed on this jack.

Wall Jacks can be configured to be any combination of Phone/Data ports (i.e. 6 data, 2 phone and 4 data, 3 phone and no data, etc.).

The ports are identified from Left to Right and Top to Bottom as 1 (A), 2 (B), 3 (C), 4 (D), 5 (E), and 6 (F). A phone or data port's condition can be either:

C	Closed	Plugged (needs wire) and never been used
OE	Open Empty	Service ready (wire pulled), but nothing using it

OU Open Used Service ready (wire pulled) and being used

A data port with an orange insert means that wires have already been pulled and the port may only need a punch-down in the closet to become live.

When checking on the status of a jack or port, please provide the following information:

Jack ID	The labeled number in XX.XX.XX format
Port ID	1 (A), 2 (B), 3 (C), 4 (D), 5 (E), or 6 (F)
Port Condition	C, OE, OU

A data port with a black insert means that port was designated for SDSUcard (Card One) and nothing should be in a black insert, as they are not working.