

# ADVANCED MEDIA LAB SET-UP



The Apple Learning Lab is a shared facility amongst the Faculty of Communication and Design's Graduate and Undergraduate programs. As a courtesy to all users of the lab we ask that users of the room return its furnishings to their home position at the end of each booking as pictured above. **Returning the room to its home position includes;**

- Smartboard Projector powered down
- All computers powered down (31 Computers)
- All debris removed from room (paper etc.) and placed in garbage containers.
- All floorbox covers in place with removable covers seated correctly
- Scanner cover closed, room blinds open and room lights off.
- Extra Chairs parked at front of room. (North West Corner)

**To report room not returned to “home” state or report any missing room inventory, please contact Tina Collier at 6913**

**Room Inventory** - 19 Mobile Tables, 31 Workstations (Computer & Monitor), 35 chairs, 1 Smartboard & 1 Projector, 4 Smartboard Markers, 1 Scanner.