QUICK START TO USE SYSTEM

6th Floor Meeting Rooms

To turn on the TV, tap the RED **power button** once. (Pointing remote directly at TV)
The computer should be on the desktop ready to go. If not, you can try tapping "SOURCE" and choose HDMI 1.

If not, the computer might be off. Please contact the Luskin IT Helpdesk
helpme@luskin.ucla.edu 310-206-6767

Next to the TV you will see an HP Tower machine. This is your PC. It should be powered on at all times. You may need to tap the keyboard/move the mouse to wake the system up.

If you wish to connect a laptop to the TV, please use the HDMI cable that is located under the screen. You can change the INPUT to the HDMI 2 for your laptop.

If you need an HDMI adapter or VGA/HDMI adapter to use the system, please contact your department admin, or the Luskin IT Helpdesk ahead of time.

The PC has a USB Camera available (use for Skype etc) See below for SKYPE accounts per DEPT.

```
Social Welfare:
Skype Username:  Luskin.SWSkype
Skype Password: Luskin$kype

Urban Planning:
Skype Username: Luskin.UPSkype
Skype Password: Luskin$kype

Public Policy:
Skype Username: Luskin.PPSkype
Skype Password: Luskin$kype
```

This is the wireless keyboard and mouse. It is labeled for the room it is designated for.

SHUTDOWN: Please do NOT shutdown the PC, simply POWER OFF THE TV

For support between 8a-4p, please contact the LUSKIN IT HELPDESK.
Phone (310)206-6676 Email: helpme@luskin.ucla.edu