Information Technology Services Unit

How-to Guide: PC Reservation Station



Identifying Yourself This is where you log on to the system. Please enter your Logon ID and Password. Logon ID Password 10:17:46 AM





w Tap your finger on the screen to start the logon process.

w Tap within the <u>Login ID</u> field.

w Tap on the on-screen keyboard icon 💻 that pops-up.

Enter your student ID number in the Logon ID field.

w Tap on the <u>Password</u> field to enter your Blackboard password.





😻 Tap on Logon.

How To User Guide

August 2010

Thu

19

Wed

Mon

9

Tue

Fri

Today 27 28 29

Sat

Sun

8

10:21:20 AM

Information Technology Services Unit

SWIN BUR * NE *	Computer Reservations	
Reserve	What would you like to do first?	
	Make Reservation Create a new reservation.	
	Review Review your existing reservations	Tap on Make Reservation to make a
		new reservation.
Logoff	No. of the second se	
	10:20:10 AM	
SWIN		
BUR * NE *	Computer Reservations	
Reserve	Which location do you want?	
	A207 A207	
	A211 A211	Select the computer lab you wish to use
	A212 A212	Sciect the computer has you wish to use.
Logoff	The second se	
	10:20:43 AM	
SWIN		
NE	Computer Reservations	
Reserve	Pick a day for your reservation Back	

Select the day you wish to place your booking.

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Logoff

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