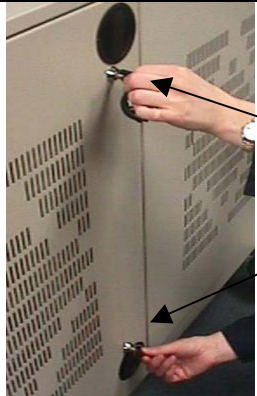
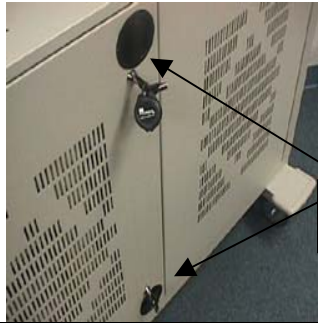



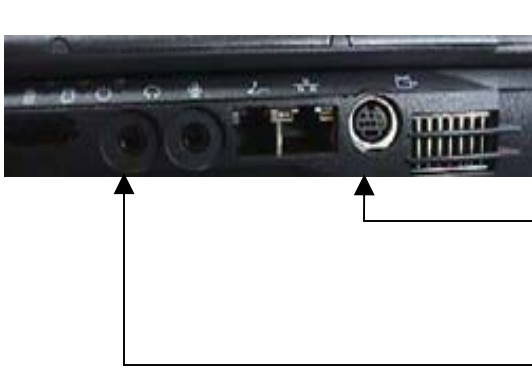

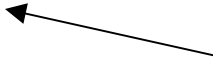





Wireless Laptop Lab Directions

 <p data-bbox="597 436 764 531">Two Keyholes</p>	<p data-bbox="792 317 1230 348">Unlocking the Cart (step 1 of 2).</p> <p data-bbox="792 390 1382 562">The cart comes with two keys. Put each key into the keyhole and turn both keys to unlock. Using the key locks provides the most security for the laptop computers while stored in the cart.</p>
 <p data-bbox="553 919 760 972">Unlock Dials</p>	<p data-bbox="792 709 1230 741">Unlocking the Cart (step 2 of 2).</p> <p data-bbox="792 783 1370 993">The cart has two dials that turn to lock and unlock the cart. Turn the dials to the unlock position. This allows the doors to open. The dial locks should always be used before moving the cart. The key locks should be used as final security.</p>
	<p data-bbox="792 1066 997 1098">Open the Cart.</p> <p data-bbox="792 1140 1360 1276">The laptops are now available to be used by students. Please note that the laptops should be returned to the cart in this same fashion when you are finished using them.</p>
	<p data-bbox="792 1360 1386 1465">*There should be a patch cable attached to the white box on top of the cart. This cable should always remain attached to the mobile cart.</p> <p data-bbox="792 1476 1365 1612">You must plug the other end of the patch cable into a network drop, on the wall in your classroom, to gain network access on all the laptops!</p> <p data-bbox="792 1623 1354 1791">The laptops can generally reach 50-100 feet away from the cart and still get a network connection. However, thick walls or other strong electrical sources may interfere with the range of network connection.</p> <p data-bbox="792 1801 1382 1896">*You must ALSO plug both electrical power cords into an electrical outlet in order to make the cart connect.</p>

	<p>To use a CD:</p> <p>Before turning on the laptop, one of the batteries must be removed and the CD-Rom drive put into the empty bay.</p> <p>Close the laptop and turn it upside down. On the bottom is a slide lock that you must push to the unlock position to remove the battery.</p> <p>Insert the CD-Rom drive into the empty bay and push it in until it clicks into place.</p>
 <p style="text-align: center;">+</p>	<p>To Change Screen Brightness:</p> <p>You may need to change the screen brightness on your laptop screen. To do this, press down the Fn key on your keyboard. While holding down the Fn key, go to the brightness keys (arrow keys in the lower right corner) and press the up brightness key for a brighter picture and the down brightness key for a less bright picture. The brightness keys have an image of the sun on them and correspond to the up and down arrow keys.</p>
	<p>To Plug in Headphones and Mouse:</p> <p>You can also use external mice with the laptops. They connect to the side mouse port.</p> <p>You can use headphones with the laptops. The headphones connect into the side headphone port.</p>

After using the Mobile Lab, these steps should be followed:

 	<p>Before returning the mobile lab to its storage location:</p> <p>Be sure to remove the CD-ROMs and replace the batteries in all of the laptops. With both batteries in the laptop, return the laptop to the cart and connect it to its power source. Close the doors and turn the dial locks to the locked position.</p>
	<p>Return the Cart to its storage location and Plug it into Electrical Power for Recharging Batteries.</p> <p>The cart has TWO power supplies. Both power plugs must be plugged into the wall in order to charge all the laptop batteries.</p>
	<p>Turn Power ON for Recharging Batteries.</p> <p>There are TWO power switches located on the back of the cart. Flip the switches to the ON position after plugging the cart into the wall. Turn the switches off before unplugging and moving the cart.</p>
	<p>Lock the cart for secure storage</p> <p>Use the reverse of steps 1 and 2 at the beginning of this document to make certain the laptop cart is secure and ready for the next class to use. Use both the dial locks and the key locks for night or unsupervised storage.</p>

Curriculum Ideas

- Use the mobile lab in conjunction with your workstations to provide a full classroom set of computers. This will allow you to
 - Teach the entire class how to use a software program before using it in a multi-tasking situation in the classroom.
 - Work with the entire class at one time to develop keyboarding skills.
 - Work with the entire class for writing, spelling, or math activities.
- Group students in small research teams: Some students can use their laptops to conduct research on the Internet while the other students are responsible for typing and organizing the notes.
- Use the mobile lab in the library so students can answer computerized worksheet questions about a book that is being read aloud.
- Fourth grade students pair with second grade buddies. The fourth graders begin composing a story by writing one paragraph. Then the second grade buddy will write the next paragraph. The fourth and second graders will alternate writing paragraphs until there are 4 paragraphs. If time permits, the buddy pair working together could write an ending paragraph.
- Depending upon the structure of your building, you may be able to move the mobile cart near an exterior door of the building. Older students can use the laptops outside to record scientific data: current weather conditions, five types of leaves found, description of insects observed on school grounds.

Student Rules

- Do not touch the screen with your hand or any other object.
- Touch the TouchPad gently...it does not require much pressure.
- Be sure the laptop is placed securely on the desk and is not hanging over the edge of the desk.
- Do not lift the laptop by the monitor. Hold it by the base.
- Close the laptop before carrying it.
- Always walk slowly and carefully when carrying the laptop.

Teacher Requirements

- After using the mobile lab, be sure to remove the CD-ROM drive from all laptops and put the second battery into the laptops.
- Both batteries must be in each laptop and each laptop must be connected to its power source, in the mobile cart, when you return the cart to its storage place.
- Upon returning the cart, be sure to plug **2** power cords from the cart into electrical outlets to re-charge the batteries in all the laptops. Failure to plug in both cords will result in laptops that do not work for the next class who will be using the mobile lab. Turn on **both** power switches on the back of the cart to re-charge the batteries.

Cleaning the LCD Screen on a Laptop

The Laptop monitor is not made of glass and can be easily damaged by cleaning with the wrong product.

DO use

Soft, clean cloth
Warm Water
Rubbing Alcohol (Isopropyl)

Do NOT use

Windex
Any ammonia-based product

Cleaning Tips:

For minor cleaning jobs, use warm water. For more severe cleaning jobs, use rubbing alcohol. Only use alcohol when water will not do the job, as the overuse of alcohol can damage the plastic film (top layer) of the LCD panel.

Dampen the cloth with a small amount of water or rubbing alcohol and apply to the screen with the cloth. Do not spray the LCD screen as some of the spray may get into the processor of the laptop.

Ammonia-based products should never be used as they can dissolve part of the protective top layer, creating a dull, smudged effect.