



Classroom Checklist

ARRIVE EARLY



Visit your classroom prior to the start of the semester to make sure the software you need is on your classroom computer. **If you need software added, request it at least three weeks in advance.** Visit its.slu.edu for more information. Then, arrive early to each class to double-check everything.

KNOW YOUR SLU NET ID AND PASSWORD



You will need to know your SLU Net ID and Password in order to log into the classroom computer. **Visit password.slu.edu prior to visiting the classroom to ensure your login information is working properly.**

BRING YOUR CABLES



If you are planning to bring your laptop into the classroom, please make sure to bring your own cables to connect to the classroom equipment. **If you have a Mac, make sure to also bring your adaptor with your VGA cable.** ITS does not provide cable or adapters in the classroom.

CALL FOR HELP



If you are in a classroom and need emergency assistance, press the 4099 Support button on the classroom touchscreen or call 977-4099. Phone line hours are: Monday-Friday, 7am-5pm. Remember, if you do not call and report the issue, ITS won't know there is a problem.

HAVE A BACK-UP PLAN



**Even the best technology will have problems periodically;
always have a backup plan.**

When in doubt, call 977-4000 for assistance.