

Tech Checklist:

Logging into Computers

Use your Baruch username (first letter of first name and last name, e.g. arios) and password to enter computers.

Applications

Check to see if you can open and if there are any updates for the following applications. You may need to use your CUNY first login credentials the first time you open each app (username is first name.last name#@login.cuny.edu, e.g. alana.rios10@login.cuny.edu):

- Microsoft Word, Excel, and Powerpoint
- Zoom
- Safari
- Google Chrome

Printing

All computers are connected to the hallway printer. Check to see if printer is working by printing something from a desktop. Hallway printer is Xerox AltaLink C8035.

Using Apple Airplay/Screen Mirroring

Airplay connects the computers to the big TV screens. To test this connection:

1. Turn on the TV
2. Turn on the Apple TV by pressing any button on the Apple TV remote. Sometimes you have to press the button several times and point it towards the Apple TV which is hidden behind the TVs.
3. Once both are on, navigate to the Open Control Center icon on the top menu bar, Select Screen Mirroring, and then choose the room number you're in. The image below shows the Open Control Center icon and Screen Mirroring icon

