

Follow the instructions below to complete the check out process of your new tablet PC:

- 1) Go to a table and unpack your tablet.
- 2) Check for the following items and confirm that you have received them:

Item	I have received: <i>(Student Initials)</i>
Tablet PC	
Power Cord/Adapter	
Carrying Case	
Extended Life Battery	
Stylus	
Stylus extra tips	
Stylus tether	
USB Key drive	

- 3) Attach the battery to the tablet.
- 4) You might need to connect the power cord to the tablet as you will have limited battery life at this time.
- 5) Logon to the network. Your login name is your first initial, middle initial, last name and 2 digit year of graduation. The default password is summertime unless you are in summer school. (Then use your current password.) Please create a password with minimum of 8 characters and adequate complexity. Make sure to remember your password.

Please confirm that you have accomplished the following:

Item	Accomplished <i>(Student Initials)</i>
Attached battery to tablet	
Logged onto the network	
Changed your password	

If you skip the logon procedure above, you will not be able to access your tablet at home. You need to attach to our network once to set the proper login credentials.

Once you have performed these tasks, you may exit the room. Please hand in this sheet to the designated person.

You may leave the packing materials behind for disposal, or you can take them with you.

If you have any technical issues with your tablet, please contact our Laptop Hospital in room FA-2.