

SOIS Student Commons Guidelines

Open Monday-Friday*, 8:30am – 10pm**

**room could be closed to students if a private meeting is scheduled. A daily schedule will be posted outside the main hallway entrance for reference.*

***Campus Safety will close the room during their regular evening rounds. This could start any time, but will usually be around 10pm.*

- ✓ First and foremost, we are so excited to have this space for students! We encourage SOIS students to **use this space to collaborate, work and relax!**
- ✓ Please **respect the space**. Food & beverages are welcome, but please discard any garbage when you leave.
- ✓ SOIS students are welcome to **grab coffee** from the break room (Kitchen) **or water** (Main Office) area from 8:30am – 4:30pm.
- ✓ Entrance from Commons to SOIS Main Office will locked at 4:30pm every day.

School of
**INDIVIDUALIZED
STUDY**

www.rit.edu/sois

How to use TV

To connect to laptop:

1. Connect either the HDMI or VGR cable to outlet in wall (left of couch) and the other end to computer.
2. Turn on TV with remote
3. Click "source" button → "HDMI 3" (or VGR)
4. Adjust your laptop through function key to display laptop as either "duplicate", "extended", etc.

To run as display screen:

1. Remove USB drive from back of TV and upload .jpg image(s)
2. Turn TV on using remote
3. Click "source" button → "USB"