



Looks like
you're using
the Personal
Studio!



Getting started in the ...

Getting Started in the Personal Studio

1. Turn on studio lights
2. Log into Presenter Computer
3. Restart Capture Computer
4. Check audio levels



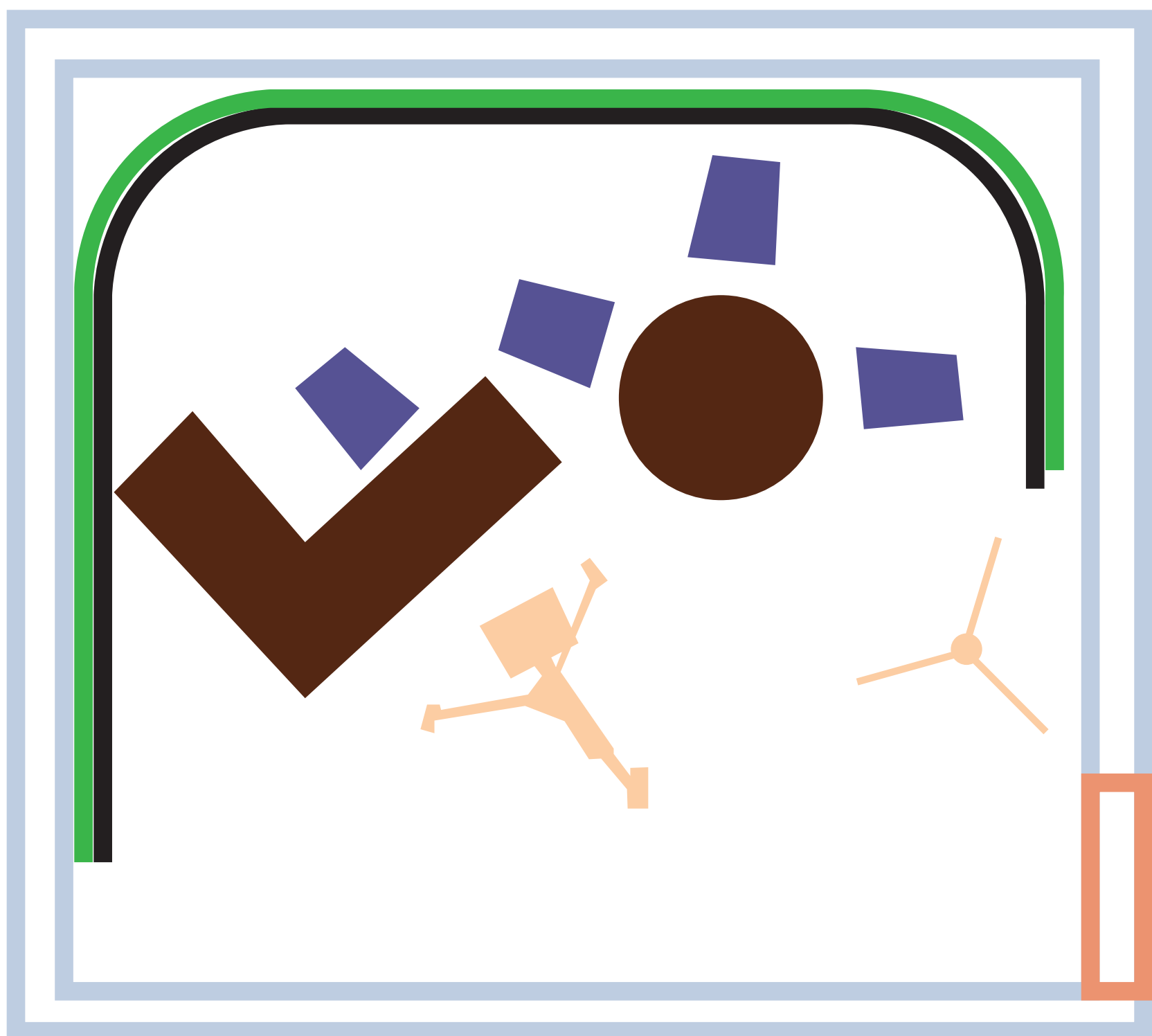
Before you Leave:

Before You Leave

1. Log off Presenter Computer
2. Copy files to external drive or cloud storage
3. Restart Capture Computer
4. Return furniture, cameras, and curtains to "Home Position"
5. Turn off lights and confirm the door is locked.
6. Return key to info desk



Personal Studio "Home Position"



- | | | |
|-------|---------------|---------------|
| Table | Camera | Black Curtain |
| Chair | Green Curtain | Door |



Don't forget
to check the
Knowledge
Base!

