

Using the Electronics Kits and Ancient Computers – for every lab!

Use the same computer and kit for the duration of the lab. If possible, one person on the team should use the same computer and kit as they did the previous lab – that way you'll already know its "quirks".

When getting starting for the day:

1. Get an Ancient Computer from inside the cart (NOT one of the ones on the top). If this is the first day of the lab, record its number (the blue stickers on the side) on the lab document in Canvas.
2. Get an electronics kit from the shelf labeled with your block. Make sure the number on the flat plastic parts box is the same as the one on the Tupperware box. Record that number on the lab document as well.
3. Log on to the computer as **enga** (A block) or **engf** (F block). *These should log on and off very quickly; let MrH know if they don't.*
4. Start the Chrome browser, have one team member sign on to their Westwood account, and go to Google Drive.

While working on the lab:

5. Save your files to the local Desktop (this is the default for the BASIC Stamp Editor)

When done for the day:

6. Before turning off your computer, save all your current programs to your Google Drive using Chrome, and share them with your teammates.
7. Log off the computer, and then put it in Standby (do NOT shut it down). Return it to the correct slot in the cart. Plug it in to the matching power cord in that slot, and slide it in so the plug goes in last.

When you have completed a lab:

8. Make sure all your files are stored on a single team member's LastnameF's Google Drive folder and shared with all other teammates.
9. Delete all the files you saved on the local Desktop (not the programs, of course!), Downloads, and My Documents.
10. Disassemble the circuit you built and put the parts back in the kit boxes.