

Computer Lab

Setup

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CAMARA Computer Lab Setup



Computers will be stolen if the lab is not secure.

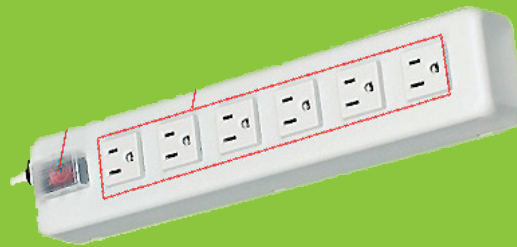
To increase security in the lab

- Put bars on windows
- Install a solid door with strong locks
- Always have supervision whenever the Lab is open



You must PROTECT your computers with
Power Surge Protectors!

Surge Protector



More important electrical safety rules.

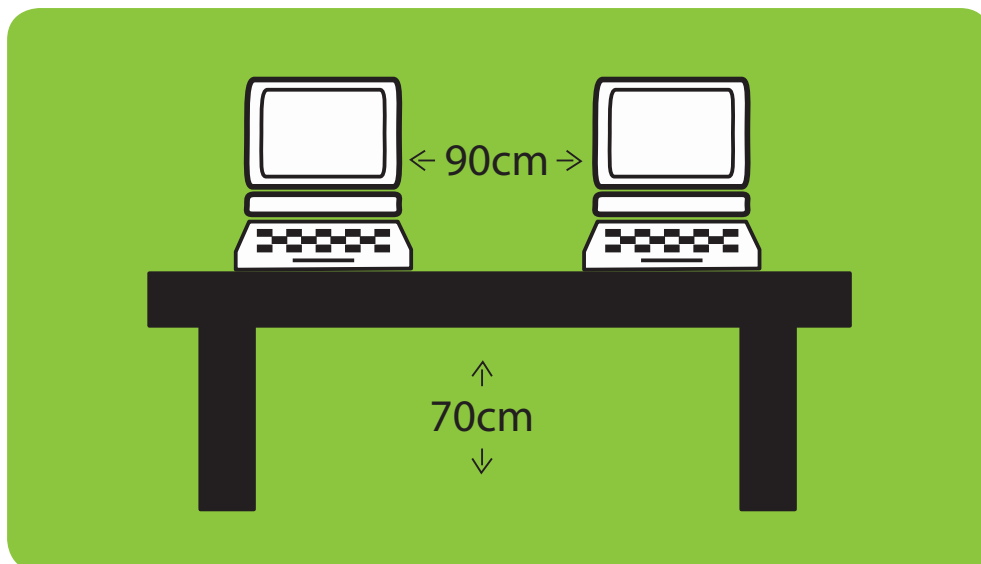
- Each computer and monitor must have its own plug.
- Plugs need to be installed below desktop on the wall.
- No power leads across walking areas.
- Only a qualified electrician should do repairs.

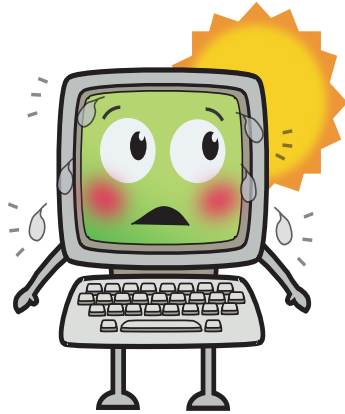


Furniture Checklist

- Chairs must be available for students to sit on.
- Desks must be strong enough to support computers, monitors and printers.
- Desks must have room for keyboard and mouse.

Furniture Dimensions





Ventilation

Computers get hot. If they get too hot they break.

To prevent overheating

- Install a ceiling fan
- Ensure that windows can be opened

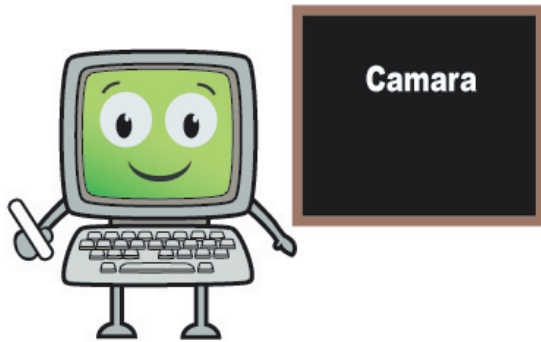
Dust

Computers don't like dust. If there is too much dust they break.

To protect computers from dust

- Put dust covers on machines
- Wipe shoes before entering Lab
- Make sure floors and walls are smooth and clean



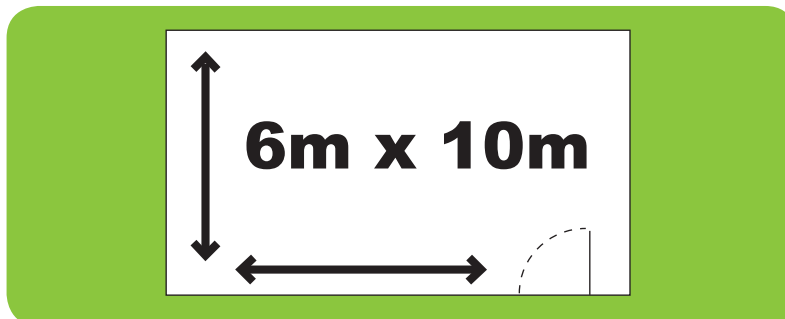


Suggestions

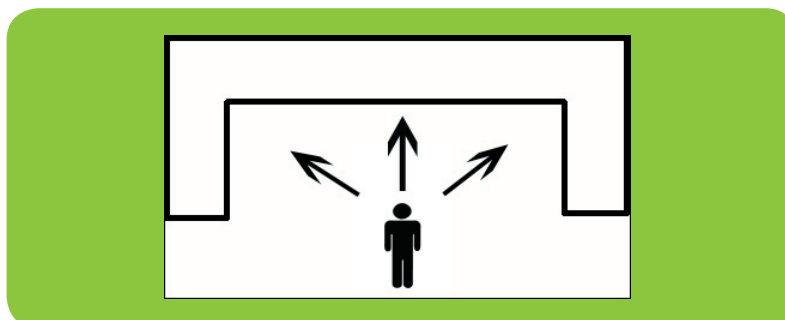
- Minimum number of Computers in Lab = 25

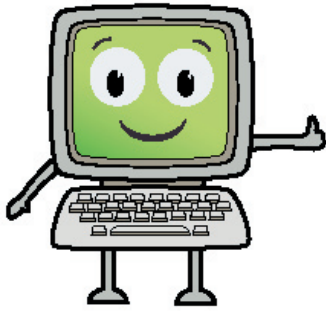


- Minimum Computer Lab size = 6 metres x 10 metres



- Teacher must have all computers in view





Operating

Labs must be run properly to avoid breaking equipment.

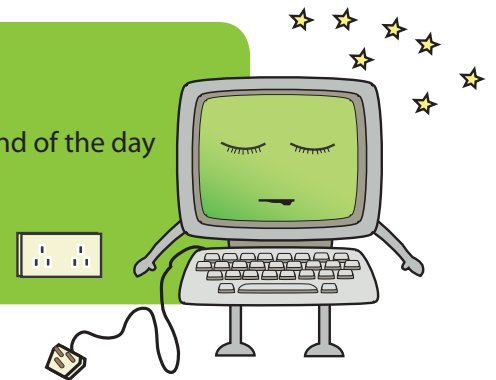
Some lab Guidelines

- No food or drink
- No running in the lab



Day to day operations

- Computers must be switched off at the socket at the end of the day
- Maximum of two people per computer



Faults

- Students must report faults immediately
- Only a trained person should fix faulty equipment
- Computers should be turned off before cleaning or fixing

