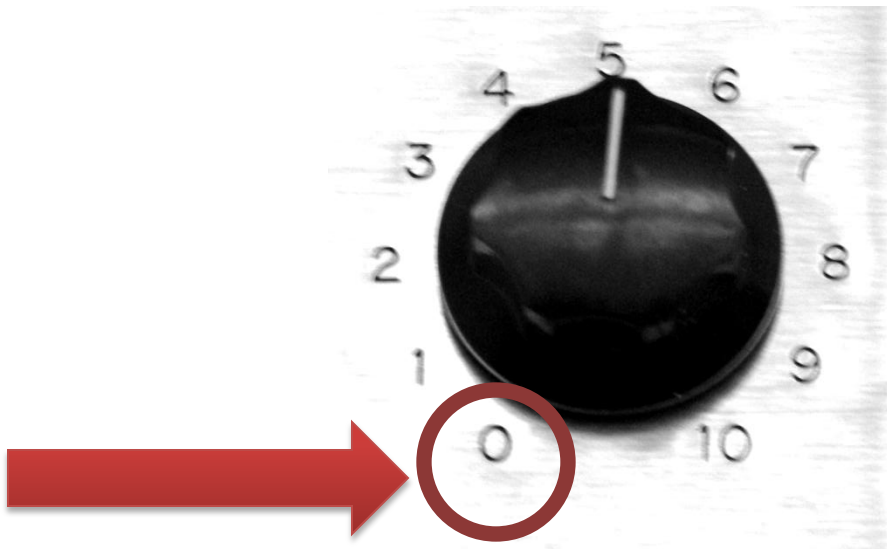


THE DOOR SIGN, LOUD SPEAKER, AND THERMOSTAT

1. Hang the “Please Do Not Enter--Presentation in Progress” Sign on Classroom Door
2. Loud Speaker Dial (located on wall behind projector screen) must be turned down before the interview. It is currently on 5. Turn it down to 0 to mute. The Dial should be turned back to 5 after the interview:



3. The Thermostat must be turned to the “OFF” position. The system must be turned back to “COOL” after the interview:

