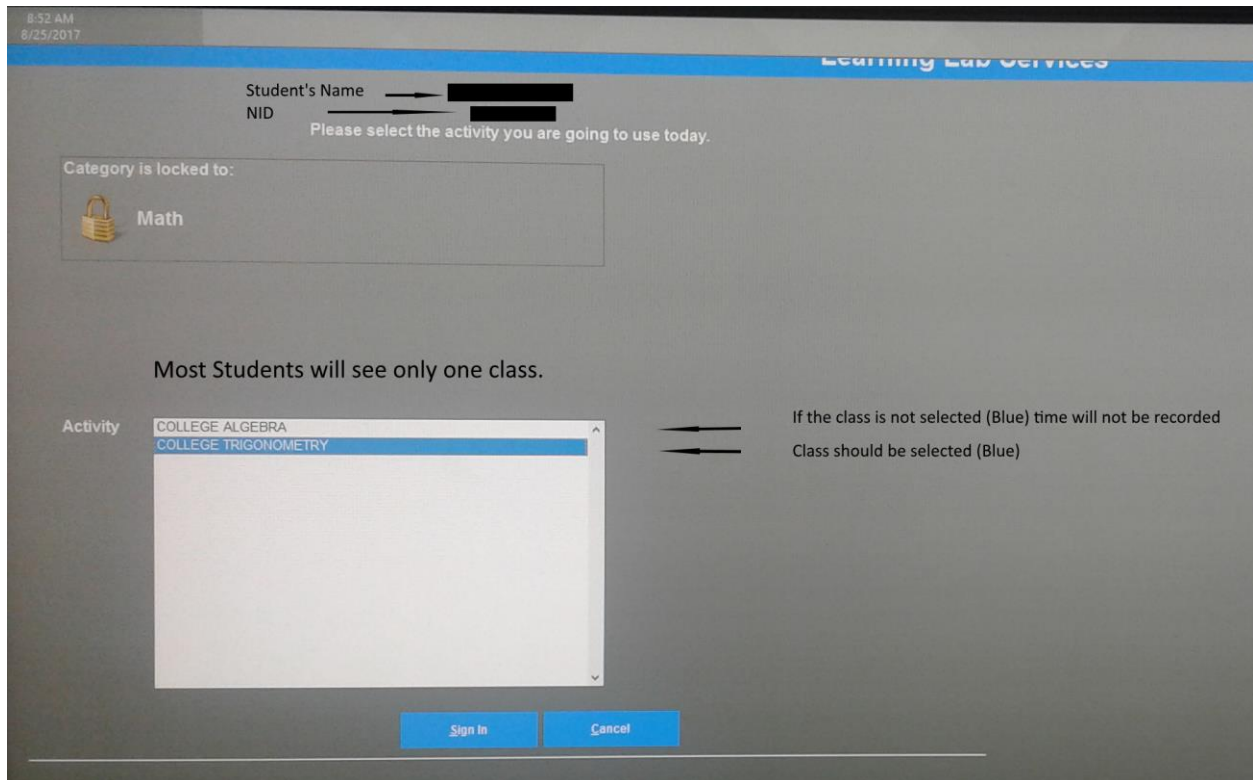


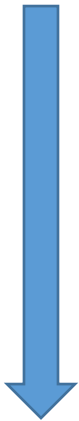
Recording time in the MALL

1. Students are responsible to keep track on how much time they spent in the MALL.
2. Students have to sign into the computer using their NID and NID password.
If a computer is available but somebody else is logged in, **the student has to sign out** and log in with his or her own credentials in order to record time!
3. After logging in, the student will be prompted with the following screen:



The screenshot shows a web interface for 'Learning Lab Services'. At the top left, the time is 8:52 AM and the date is 8/25/2017. The main area has a blue header bar. Below the header, there are input fields for 'Student's Name' and 'NID', both of which are redacted with black boxes. Below these fields is a prompt: 'Please select the activity you are going to use today.' A box labeled 'Category is locked to:' contains a padlock icon and the word 'Math'. Below this, a message states 'Most Students will see only one class.' There is a list box labeled 'Activity' with two options: 'COLLEGE ALGEBRA' and 'COLLEGE TRIGONOMETRY'. The 'COLLEGE TRIGONOMETRY' option is highlighted in blue. To the right of the list box, there are two horizontal arrows pointing left, with text above them: 'If the class is not selected (Blue) time will not be recorded' and 'Class should be selected (Blue)'. At the bottom of the screen, there are two buttons: 'Sign In' and 'Cancel'.

Students have to make sure that their name and NID appears on top of the screen and that the class that they record time is selected (blue).



4. Students if you get any of the following screens please go to the MALL front desk and ask the front desk staff to sign you in/out on the paper.

