

External Hardware

Extra Computer Hardware

WHAT

The Faculty/Staff Resource Center provides a variety of external hardware devices for both the Macintosh and Windows computers. These include items such as USB ports, firewire cables and audio headphones.

WHY

The external devices allow you to connect your own USB flash drives and digital video camera to a computer in the resource center in order to easily copy your work files to and from the computer. In addition, audio headphones allow you to listen to audio and video on the computer without interrupting other faculty and staff.

WHEN

- Connect your USB flash drive to copy work files to a computer so you can edit them.
- Download video from your digital video camera so you can extract a portion of it into a multimedia presentation.
- Listen to an audio or video file on the Web to evaluate whether to include a link to it in your course materials.

HOW

To get you started using these external devices follow these steps:

USB Ports

- step 1.* Locate the USB ports on the left side of the monitor. These are connected only to the Windows PC. For Mac, the USB port is located on the front panel of the computer.
- step 2.* Connect your USB device to one of the ports.
- step 3.* Wait until the operating system recognizes your device.



Firewire Cable

- step 1.* Locate the firewire cable near the monitor.
- step 2.* Connect the firewire cable to the connector on your device, such as a digital video camera. DO NOT force the connector into your device. Some devices have a different firewire connector, so the cable provided may not fit properly in your device.



Audio Headphones

- step 1.* Audio sounds can be heard using the supplied headphones. Locate the headphones under the desk near the computer.
- step 2.* Click the speaker icon in the lower right icon tray (Windows PC) to adjust the volume for the headphones.
- step 3.* Click above or below the slider to adjust the volume.



Macintosh Zip Drive and USB Hub

- step 1.* To use a zip disk, insert your zip disk into the zip drive slot. An icon appears on the computer desktop after the system recognizes your disk.
- step 2.* Connect your USB device to one of the two available USB ports in the USB hub. An icon appears on the computer desktop after the system recognizes your device.

