

## How To: Turn on Family Room Computers

Sometimes when you go to use either the Volunteer Computer or the Guest Family Computers, the computer is shut off in one way or the other. Provided in this 'how to', you will learn how to turn on the computers for both of the following scenarios:

- A. Just the monitor (or screen) because it was sleeping or turned off.
- B. The entire computer because it has been shut off.

## A. Turning the monitor (or screen) on.

**Scenario 1:** You notice that the box below the monitor has a yellow light on. This means that the monitor is just sleeping.

1. By wiggling the mouse, the monitor will wake up and be free to use. The light will turn green to show that the monitor is now 'awake'.



**Scenario 2:** The box below the monitor has no light on it, but the computer tower is on.

1. To turn the monitor on, there is a button below the box, directly under where the light is positioned. Press that button and then the monitor will awaken.



If these steps do not fix the issue of the computer turning on, follow the steps on the next page to turn the entire computer on.

## B. The entire computer is turned off.

**Scenario:** Here you can see the entire computer is shut off. You can tell because the computer screen is black AND the monitor box below the screen also does not have a green or yellow light on. You will need to turn the computer on from the backside of the computer.



1. Look at the back of the computer monitor. Here you will find the computer's 'tower' that controls the computer. You will notice there is a door covering buttons.



2. The cover opens on a top hinge. Slide the cover up so then you can see the exposed buttons and ports.



3. For this part, you may need to turn your head a bit to see underneath the cover, but at the top is the on/off button for the entire computer. When you press it, this blue/white light will turn on. From here, give the computer a few minutes to load and turn on.





