

Projector Troubleshooting and Work Order Checklist

Please physically perform each of these checks and initial each box when complete.

- Power cable is plugged into the Projector.
- Are the batteries in the remote control working?.
- Are there any lights on the front of the projector on?
- The Projector has been recycled by turning it and off and back on using the switch on the back of the projector.

What lights are blinking on the Projector?

Standby What color?_____

Temp What color?_____

Bulb What color?_____

Department:_____

Room #:_____

Please provide a detailed description of the problem:

I certify that I have performed all the checks and need a work order submitted.

Print:_____

Sign:_____ Date: _____