



How to use the BYOD charging lockers

1. Open a spare locker and place your BYOD device and charger inside and connect it to the power socket.
2. Close the locker door and place the handle in the lock (*Horizontal*) position.
Figure 1
3. **Enter a 4-digit code.** The blue light on the locker will flash once.
4. **Enter your 4-digit code again.** The blue light on the locker will flash twice and the locker will lock with an audible click. Try opening the locker to verify it has locked.
5. To **unlock** the locker, enter your 4-digit code and **turn** the handle into the **unlock** (*Vertical*) position. *Figure 2*

If you forget your locker code to open your locker, please see the IT department.

The red light on the locker will flash every 5 seconds to indicate the locker is locked

LOCK POSITION



Figure 1

UNLOCK POSITION



Figure 2