

Controlling in-use computers

In MyPC, library staff can control in-use computers from the booking screen by clicking on the booking.

The screenshot shows the MyPC Booking interface. At the top, there are navigation tabs: Admin, Booking, Quick Booking, Search, Reports, and Refresh. The user is logged in as 'staff'. The interface is divided into three main sections: 'Where', 'What', and 'When'. 'Where' shows 'Site: SCLS Test Area' and 'Location: SCLS Test Lab'. 'What' shows 'Resource Type: Internet PC' and 'Resource State: All'. 'When' shows 'Today: 9/17/2015' and the current time '09:11:31 AM'. Below these sections is a calendar grid for 'SCLS Test Lab' with columns for time slots from 8:00 AM to 6:00 PM. A booking for 'Internet PC #1' is shown as a blue bar from 9:10 AM to 10:10 AM. A tooltip for this booking reads 'In use by '290780' (LIBONLINE A TEST) from 9:10 AM to 10:10 AM'. At the bottom, there is a legend for booking states: My Booking (yellow), Reserved (red), Block Booking (purple), Queued (orange), Available (white), Elapsed (grey), In Use (blue), Faulty (dark grey), and Closed (green). The footer contains the copyright notice: '© Info Technology Supply Ltd. 2003-2015 MyPC v6.1.0.42'.

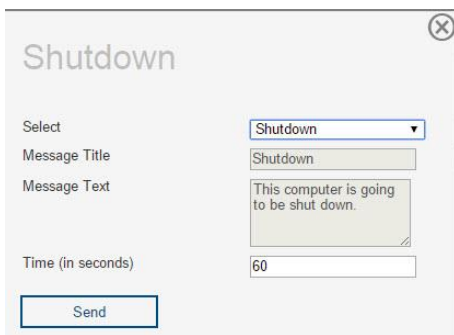
The screenshot shows the 'Booking Properties' dialog box. It has a close button (X) in the top right corner. The title is 'Booking Properties'. The details are as follows: Resource: Internet PC #1; Booking for: User; User Name: 2907801 [redacted]@lms; Date: 9/17/2015; Start Time: 9:49 AM; End Time: 1:00 PM (with a dropdown arrow); Print booking receipt: ; Email booking receipt: . At the bottom, there are six buttons: Shutdown, Logoff, Reboot, Send Message, Ban, and Save.

End Time

This allows you to change the end time of the booking by reducing or extending the user's session. After selecting the desired time, click *Save* to finalize the changes. The end time of the user's booking will be changed immediately.

Shutdown

Choosing this option will shutdown (power off) the selected PC.



The screenshot shows a dialog box titled "Shutdown" with a close button (X) in the top right corner. It contains the following fields:

- Select:** A dropdown menu with "Shutdown" selected.
- Message Title:** A text box containing "Shutdown".
- Message Text:** A text area containing "This computer is going to be shut down."
- Time (in seconds):** A text box containing "60".
- Send:** A button at the bottom left.

You can select the canned Shutdown message or enter your own message using the *Free Text* option from the drop-down box.

You may also specify the time in seconds that MyPC should wait after the message is sent before the PC is shut down.

The logged-on user will lose any unsaved work when the shutdown is carried out.

Logoff

Selecting this option logs off the user (after which Deep Freeze will automatically restart the PC). The process operates in exactly the same way as the Shutdown process documented above.

Reboot

Selecting this option reboots the PC. The process operates in exactly the same way as the Shutdown process documented above.

Send message

This option sends a message to the currently logged-in user. The Send Message dialog will be shown:



The screenshot shows a dialog box titled "Send Message" with a close button (X) in the top right corner. It contains the following fields:

- Select:** A dropdown menu with "Free text" selected.
- Message Title:** A text box containing "too loud".
- Message Text:** A text area containing "Please keep your voice down in the library so others can concentrate".
- Send:** A button at the bottom left.

Messages sent to users will remain on their screen until the user acknowledges them or until the user is logged off at the end of their session.

Ban

Selecting this option will ban the user from using computers controlled by MyPC.

Note: Banning a user will not message them or automatically kick them off of a PC. For more information about the Ban option, see the "Banned users" documentation.