



Form #: _____

Resource(s) Requested: _____

Programming Resource Center (PRC) Check Out Form

Supplies may be checked out for one evening and must be returned to the PRC by 4 p.m. on the evening of check out. If supplies are needed overnight, the GA of the coordinating staff member must be willing to house the resources in his/her apartment overnight. The supplies must be returned by 10 a.m. the following day the PRC is open. If resources are not returned on time, the responsible staff member will receive a strike. Three strikes will result in loss of right to check out resources for the remainder of the semester. Training may be required for some resources, and only those staff who have been trained will be allowed to operate the resource. Responsibility for operation and security of the resources and all associated accessories fall on the GA staff member. Any damages to the resources as a result of misuse will result in charges to the GA staff member and the loss of the privilege to check out items from the PRC in the future.

Signature indicates that instructions are understood and agreed to.

Name: _____ Building: _____
Date & Time of Request (for pick up): _____
Date & Time of Program _____
Phone number & email of coordinating staff member: _____
Signature of GA/RA staff member: _____
Name & Signature of GA/RA: _____
If the resource will be out overnight, please indicate GA/RA name and location of where the resource will stored: _____

Resources Requested (please circle)

- ☐ Popcorn Popper
- ☐ Book(s) _____
- ☐ Xbox
- ☐ Xbox – 360
- ☐ Wii
- ☐ PlayStation
- ___1___2___3___4___5___6
- ☐ Digital Camera
- ☐ VCR
- ☐ Karaoke
- ☐ Orange Cones(20) _____
- ☐ LCD Projector (2 available)

MOVIES :

1. One Hour Photo
2. Radio
3. Honey
4. NSU Bad Boys
5. Final Destination
6. Daredevil
7. Dothika
8. School of Rock
9. NSU Juwanna Mann
10. Jeepers Creepers
11. Seabiscuit
12. Deliver us From EVA
13. Matchstick Men
14. Insomnia
15. How To Lose A Guy In 10 Days
16. Molly & Lawless John
17. Gone With The West
18. Cold Creek Manor
19. DMX WE in Here

GAMES :

1. Fact or Crap
2. The Black Heritage Trivia
3. Wheel of Fortune
4. Monopoly
5. Scene it?
6. Playing Cards (___ # of decks)
7. Life
8. Cheese/Checker
9. Yahtzee
10. Jeopardy Game

For Office Use Only

Digital Camera

☐ Camera ____ Out ____ In ☐ USB connector ____ Out ____ In ☐ Camera Case ____ Out ____ In

Xbox

☐ Console ____ Out ____ In ☐ Game (1) ____ Out ____ In ☐ A/V Hookup ____ Out ____ In
☐ Controllers (2) ____ Out ____ In ☐ Power Cord ____ Out ____ In

VCR

☐ Main Unit ____ Out ____ In ☐ Remote Control ____ Out ____ In ☐ VGA Cable ____ Out ____ In

Karaoke

☐ Main Unit ____ Out ____ In ☐ CD-G (12) ____ Out ____ In ☐ A/V Hookup ____ Out ____ In
☐ Microphones (2) ____ Out ____ In ☐ Song List (2) ____ Out ____ In ☐ Cable Hookup ____ Out ____ In

Jeopardy

☐ Base unit ____ Out ____ In ☐ A/V Hookup ____ Out ____ In ☐ Host Control ____ Out ____ In
☐ Instructions ____ Out ____ In ☐ Antenna ____ Out ____ In ☐ Remote Controls (3) ____ Out ____ In
☐ Power Cord ____ Out ____ In ☐ Marker ____ Out ____ In ☐ Memory Cartridge ____ Out ____ In

LCD Projector ____ **Dell** ____ **Viewsonic**

Staff member trained on use? _____ IMG staff initials after training: _____

Dell:

☐ Main Unit ____ Out ____ In ☐ Power Cord ____ Out ____ In ☐ Remote Control ____ Out ____ In
☐ Quick Start Card ____ Out ____ In ☐ Owner's Manual ____ Out ____ In ☐ VGA Cable ____ Out ____ In
☐ S-Video Cable ____ Out ____ In ☐ USB Cable ____ Out ____ In ☐ Composite Video Cable ____ Out ____ In
☐ YpbPr Cable ____ Out ____ In ☐ RCA to Audio Cable ____ Out ____ In ☐ Mini Pin Cord ____ Out ____ In

Viewsonic:

☐ Main Unit ____ Out ____ In ☐ Power Cord ____ Out ____ In ☐ Composite Video Cable ____ Out ____ In
☐ TTL Cable ____ Out ____ In