DOUBLE DOOR SYSTEM INSTRUCTIONS
PLEASE READ BEFORE USING!

The new double door entrance to WU's PC labs is intended to prevent access to the labs by unauthorized persons (including bringing guests without a valid WU ID into the labs). Re-entry into the labs is only possible after having previously left them through the double door system.

Misuse and damage will be prosecuted according to the IT Services Terms and Conditions.

Backpacks, bags or coats must be stored in the lockers before entering.

Entering the PC Labs

- Make sure that the double door chamber for the card reader you want to use is clear and all doors are closed.
- Hold your student ID card to the card reader to your left, and wait for the green light.
- The signal light on the double door for your card reader will also turn green.
- Open door manually.
- Enter the double door chamber and stand on the grey spot marked on the floor. Face forward. **Any backpacks, bags or coats will be recognized and access will not be granted.**
- The inner doors will open automatically and you can proceed into the PC lab.

Leaving the PC labs

- Make sure that the double door chamber for the card reader you want to use is clear and all doors are closed.
- Hold your student ID card to the card reader, and wait for the green light.
- The inner doors will open automatically.
- Enter the double door chamber and stand on the grey spot marked on the floor. Face forward.
- The inner doors will close behind you, and a green arrow will appear on the side wall. You can now open the door manually and leave the double door system.

Troubleshooting

Alarm sounds in the double door system

The system believes it has detected more than one person in the chamber. This is usually caused by backpacks worn on the back or shoulder instead of being carried in your hand, or by standing in an incorrect position within the chamber. To remedy the problem, remove your backpack, smooth loose-fitting clothing, adjust your position in the chamber or move your upper body slightly back and forth.

If the alarm does not stop, you have exceeded the maximum time limit for remedying the problem. In this case, leave the double door chamber and begin the entrance procedure again by inserting your student ID card into the reader (see above).

Red light on card reader

Either the double door system is not currently available or it is still processing the previous user.

OK

Not OK