District	
School	
Address	
Main Contact	
Phone	
Principal	
Teacher	
Room #	

Classroom

Ceilng Type	○ Drop Tile ○ Flat Hard Lid ○ Vaulted Hard Lid ○	Wall Type	○ Drywall ○ Plywood ○ Concrete ○	Attic Access	○ Yes ○ No ○ Maybe
				Dimensions (feet)	Length Width Height

Activboard / Software

Board Type	○ 78" ○ 95"	Connection	○ USB ○ BT ○ Serial ○ ActivAir	Install Software	○ Customer ○ ACT	Activstudio ○ PC ○ MAC Activprimary ○ PC ○ MAC	

VGA Splitter	○ No, Yes - Provided By ○ ACT ○ Customer ○ In Room
Mount	○ AB+2 ○ To Wall ○ To Existing Whiteboard ○ Use ACT Special Bracket

Height	○ Same Existing WB ○ " From Floor	Extra Cables	☐ 16' USB Extender ☐ 60' Serial Extender

Center Point	○ Existing WB ○	Box Disposal	Leave In ○ Room ○ Hall

Projector

Info	Brand Model Supplied By ○ Customer ○ ACT	Ceiling Mount	○ Ceiling Plate ○ Flat Hard Lid ○ Slope Hard Lid	Projector Mount	○ Standard ○

Face Plate / Cables

Face Plate Type	○ Single ○ Double ○ AB+2	Height	○ Same As Outlets ○ Above Desk ○ " From Floor	Cables	VGA ○ 1 ○ 2 ○ 3 RCA ○ 1 ○ 2 ○ 3 SVideo ○ 1 ○ 2 ○ 3	Cat ○ 1 ○ 2 ○ 3 Audio feet	

Audio

Speakers	Wall ○ 1 ○ 2 ○ 4 Ceiling ○ 1 ○ 2 ○ 4

Electrical

Provider	○ Customer ○ ACT	Name Phone	

Install Notes

Customer Responsiblities

Customer Signature		*Date*	

Job#		School PO#		Promethean PO#	

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