

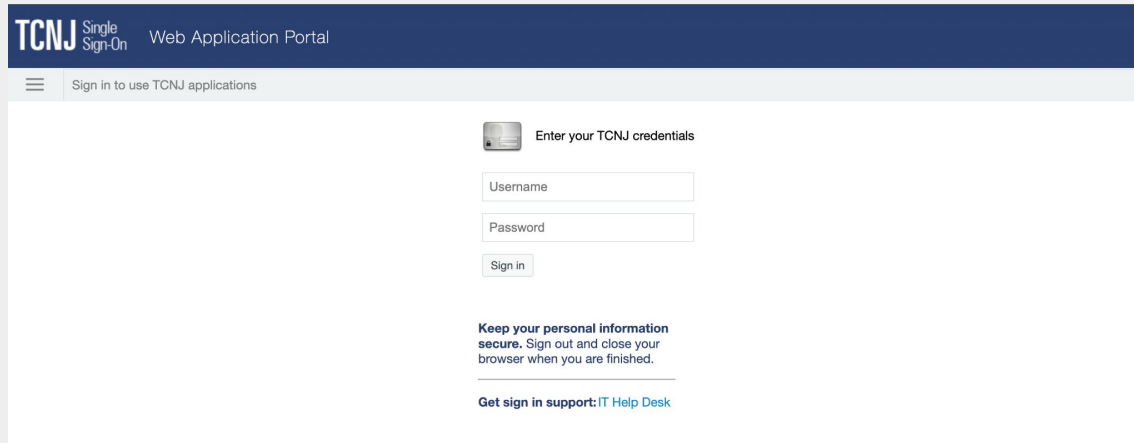


WEBCHECKOUT

DEMO

WEB PAGE & SIGNING IN

- Go to: tcnj.webcheckout.net/sso/patron
 - Sign in with your TCNJ credentials.



The screenshot shows the login interface for the TCNJ Single Sign-On Web Application Portal. The header is dark blue with the TCNJ logo and the text 'Single Sign-On Web Application Portal'. Below the header, there is a light blue bar with a hamburger menu icon and the text 'Sign in to use TCNJ applications'. The main content area is white and contains a login form. The form has a title 'Enter your TCNJ credentials' with a small icon of a person. It includes two input fields: 'Username' and 'Password'. Below these fields is a 'Sign in' button. At the bottom of the form, there is a security notice: 'Keep your personal information secure. Sign out and close your browser when you are finished.' and a link to 'Get sign in support: IT Help Desk'.

TCNJ Single Sign-On Web Application Portal

Sign in to use TCNJ applications

Enter your TCNJ credentials

Username

Password

Sign in

Keep your personal information secure. Sign out and close your browser when you are finished.

Get sign in support: [IT Help Desk](#)

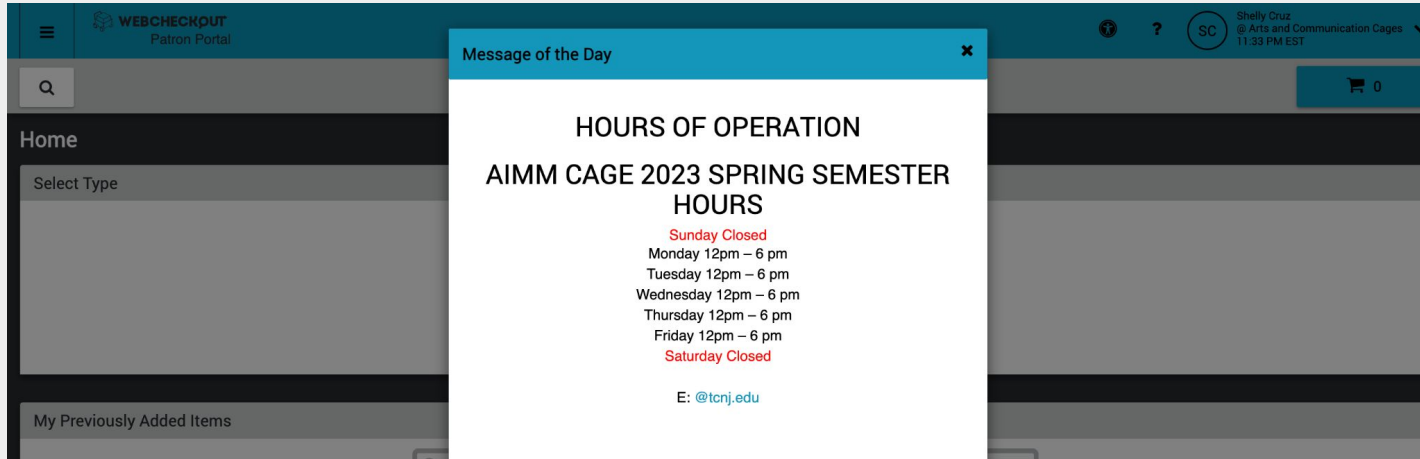
CHECKOUT CENTER

- Select: Arts and Communication Cages

The screenshot shows the WEBCHECKOUT Patron Portal interface. At the top, there is a blue header bar with the logo and text 'WEBCHECKOUT Patron Portal' on the left, and user information 'Shelly Cruz' with a dropdown arrow on the right. Below the header, a modal window is displayed with the title 'Choose Checkout Center'. Inside the modal, there are three options: 'Arts and Communication Cages MTSS' (which is highlighted in light blue and has a right-pointing arrow to its left), 'Cancel' (a solid blue button), and an unlabeled option (a light blue button). A left-pointing arrow is positioned to the right of the 'Arts and Communication Cages MTSS' option.






DAILY MESSAGE

- AIMM Cage S'23 Open Hours
 - Monday - Friday
 - 12 - 6PM




NEXT

- Select: AIMM



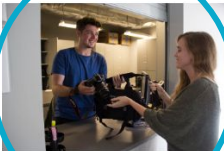
Shelly Cruz
@ Arts and Communication Cages
11:43 PM EST



0

Home

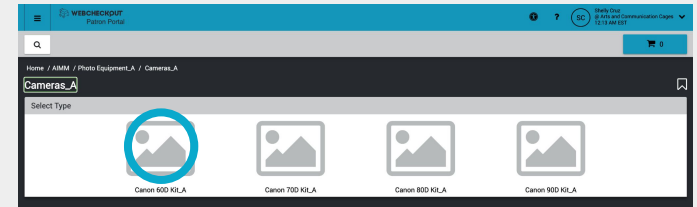
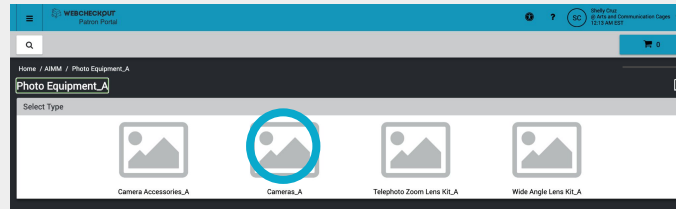
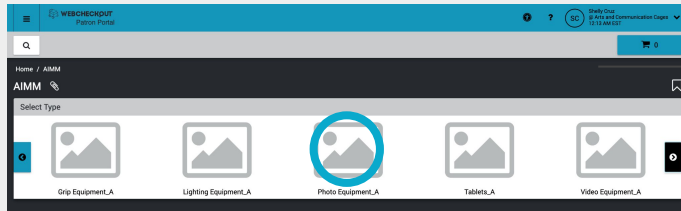
Select Type



AIMM

EQUIPMENT TYPES

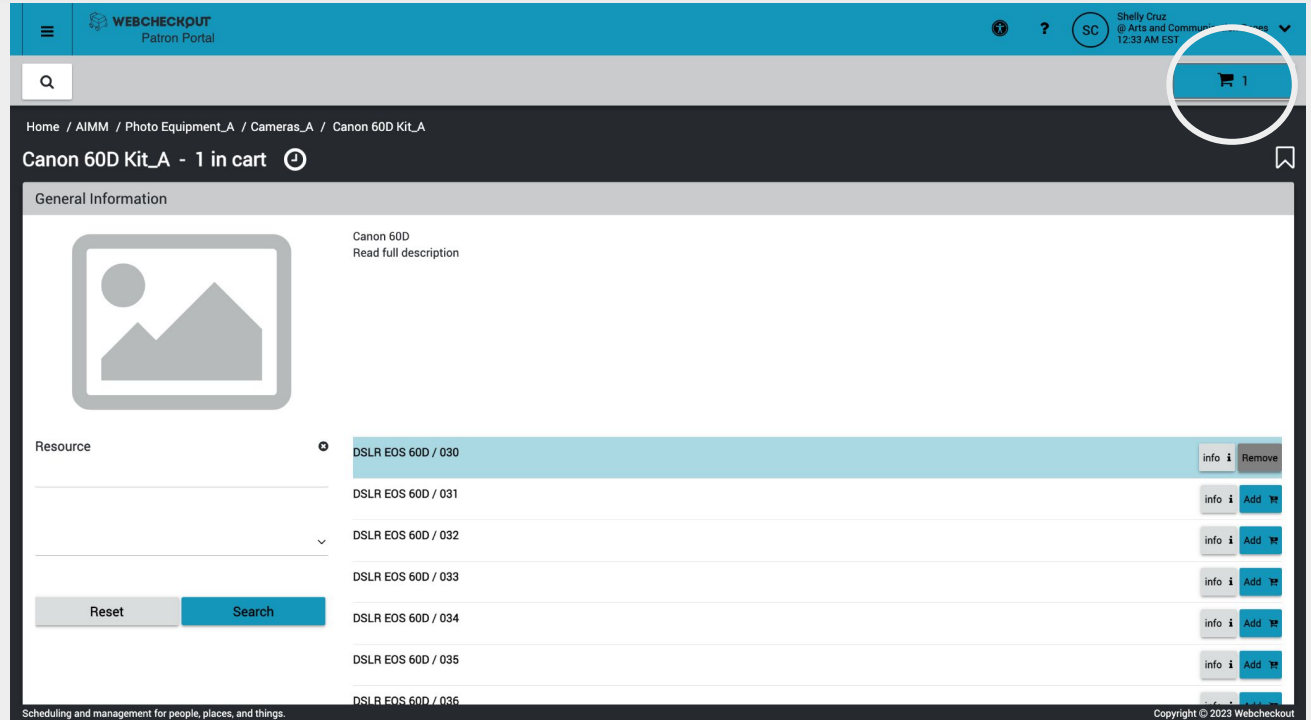
- Select type of equipment you are searching for:
 - Ex. Photo Equipment_A → Cameras_A → Canon 60D Kit_A



SELECT EQUIPMENT

- Select a kit
 - Add to cart

Add 



The screenshot displays the WebCheckout Patron Portal interface. At the top, the navigation bar includes the WebCheckout logo, a search bar, and user information for Shelly Cruz. A shopping cart icon in the top right corner indicates one item in the cart. The breadcrumb trail shows the path: Home / AIMM / Photo Equipment_A / Cameras_A / Canon 60D Kit_A. The main heading is "Canon 60D Kit_A - 1 in cart". Below this, the "General Information" section features a placeholder image for the Canon 60D and a link to "Read full description". The "Resource" section contains a table with a search bar and a list of Canon 60D kits. The first kit, "DSLR EOS 60D / 030", is highlighted in blue and has "info" and "Remove" buttons. The other kits have "info" and "Add" buttons. At the bottom left of the resource section are "Reset" and "Search" buttons. The footer contains the text "Scheduling and management for people, places, and things." and "Copyright © 2023 Webcheckout".

WEBCHECKOUT
Patron Portal

Shelly Cruz
@ Arts and Commu
12:33 AM EST

1

Home / AIMM / Photo Equipment_A / Cameras_A / Canon 60D Kit_A

Canon 60D Kit_A - 1 in cart

General Information

Canon 60D
Read full description

Resource

DSLR EOS 60D / 030	info	Remove
DSLR EOS 60D / 031	info	Add
DSLR EOS 60D / 032	info	Add
DSLR EOS 60D / 033	info	Add
DSLR EOS 60D / 034	info	Add
DSLR EOS 60D / 035	info	Add
DSLR EOS 60D / 036	info	Add

Reset Search

Scheduling and management for people, places, and things.

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CREATE RESERVATION

- After adding equipment to your cart:

- Go to Cart →



- Create Reservation

Cart

Resources

✕ 1

▼ DSLR EOS 60D / 030

Create Reservation

Save for Later

Close

REVIEW RESERVATION

- Confirm Start Time: PICK UP
- Confirm End Time: RETURN
- Event/Class Title:
 - Type in class name or abbreviation. (ex. Photo I or AAV 130-01)
- Check Box after reading through terms and conditions.
- Submit Reservation

Review Your Reservation

Start Time

02/03/2023 12:15 PM

End Time

02/06/2023 12:15 PM

Resources

1 DSLR EOS 60D / 030

Event/Class Title

photo I

I agree to Terms and Condition

I understand that I assume full responsibility for the replacement or repair of any piece of equipment, including components and accessories, which are lost or damaged in any manner while checked out under my name, even if such damage or loss did not occur directly through my own negligence. The extent of my liability includes any deductible amount that is covered by insurance through the School of Art & Communication as well as full costs of repair or replacement on uninsured equipment. Please type your first and last name and today's date to signify your understanding of and agreement to the above TERMS. Please review our Terms and Conditions [here](#).

☒

Note to Checkout Center

Attachments

Attachment	Description	Uploaded On
None		

Add Attachment

Remove Selected

Add Repeats

Checkout Center Hours

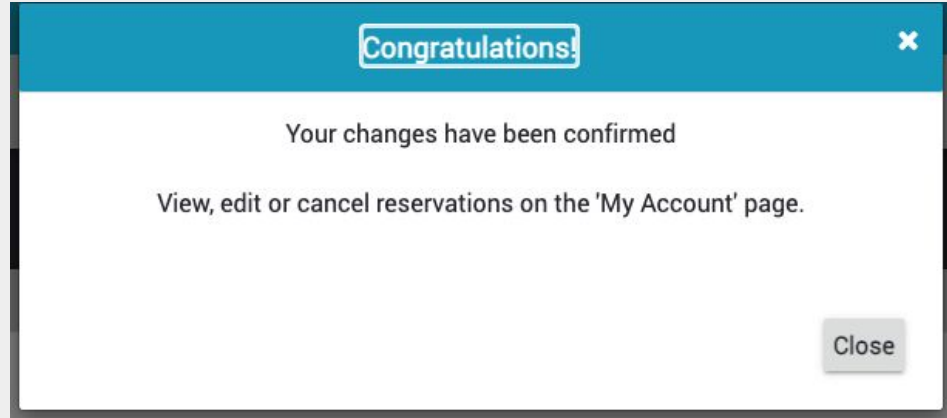
Submit reservation

Save for Later


Close


CONGRATULATIONS!

- Once you hit 'Submit reservation' this pop up will appear on your screen to confirm your reservation has been made.



'MY ACCOUNT'





[Home](#)



[New Reservation](#)


[My Account](#)




[Calendar URL](#)


[Message of the Day](#)

[Select Type](#)





Shelly Orr
@ Arts and Communication Cages
12:18 PM EST

0

My Account

My Reservations

Start Time	End Time	Allocation	Items
Thu, Feb 2, 2023 3:30 PM	Thu, Feb 2, 2023 5:45 PM	CK-3604	Studio_A
Tue, Feb 7, 2023 2:59 PM	Thu, Feb 9, 2023 12:15 PM	CK-3551	Canon 80D Kit_A
Thu, Feb 9, 2023 3:30 PM	Thu, Feb 9, 2023 5:45 PM	CK-3621	AIMM Rooms_A
Tue, Feb 14, 2023 2:59 PM	Thu, Feb 16, 2023 12:15 PM	CK-3550	Canon 80D Kit_A
Thu, Feb 16, 2023 3:30 PM	Thu, Feb 16, 2023 5:45 PM	CK-3629	AIMM Rooms_A
Thu, Feb 23, 2023 3:30 PM	Thu, Feb 23, 2023 5:45 PM	CK-3636	AIMM Rooms_A

My Current Checkouts


No current checkouts

History

Actual Start	Actual End	Allocation	Items
Tue, Jan 31, 2023 2:59 PM	Tue, Jan 31, 2023 5:05 PM	CK-3549	Canon 80D Kit_A
Tue, Jan 31, 2023 12:09 PM	Tue, Jan 31, 2023 2:53 PM	CK-3488	Canon 80D Kit_A

My Saved Lists

No saved lists

Scheduling and management for people, places, and things.

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POLICIES AT
THE AIMM

CAGE

HOURS

- OPEN: Monday - Friday
 - 12-6 PM
- CLOSED: Saturday & Sunday
- Cage hours vary every semester, but are usually along the lines of 12-6pm M-F.

RENTAL PERIODS

- You are only allowed to have equipment out for 2 business days.
(48 hours)
 - Rental Periods are as follows:
 - MONDAY → WEDNESDAY
 - TUESDAY → THURSDAY
 - WEDNESDAY → FRIDAY
 - THURSDAY → MONDAY (longer period)
 - FRIDAY → TUESDAY (longer period)

You must wait 1 business day (24 hours) before reserving equipment again, after you return it.

RESERVATIONS

- Equipment reservations are for School Projects ONLY!
- MUST be made at least one hour in advance
- ONLY the person that made the reservation is allowed to pick up the reservation
- ALWAYS show the tech on duty your ID upon arrival.

EXTENSIONS

- Extensions are only granted once per reservation
 - ONLY ONE EXTRA DAY (24 hours)
 - Unless someone else has already reserved it after you.
 - You must bring items back to the cage to be granted an EXTENSION

STRIKES

- 3 Strike = Banned from the cage for the semester.
 - 1st strike: written warning
 - 2nd strike: not able to check out equipment for 3 weeks.
 - 3rd strike: Banned

LATE RETURNS

- If your equipment is not returned before closing time on the day that its due you will receive a strike.
- You have 24 hours after the return was due to get it back to the cage before receiving another strike.

**Shelly Cruz : AIMM Cage Technical
Coordinator**

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Cage Instagram: @tcnj_aimmcage