



## Finding a CSU Video Conference (VC) room

1. Log into [FMCentral](#) and select 'Map Enquiry'.

2. Enter 'vc' into the search cell to display VC rooms across all campuses and then press 'Enter';



3. A list will appear showing VC rooms on all campuses. Scroll through the list and click on a room. A floor plan will appear with the VC room highlighted.

4. You can exit the building, by clicking on the door icon  on the top left. This will highlight the building location on campus.

To show VC rooms on a particular campus:

5. Enter 'Site <campus location> room vc' into the search cell eg. 'Site Bathurst room vc'.

*Please Note: buildings on the campus you've searched for will appear at the top of the list. Scroll to the bottom of the list to see a list of VC rooms on that campus.*

To show VC rooms in a particular building:

6. Enter 'Building <building number> room vc' into the search cell eg. 'Building 1294 room vc'.