Patching

Checking if a port is patched in........

This document shows how to tell if a room port is patched in. You would check the patching in the server if you plugged a device in and it did not work.

1. Note port numbers on panel in office room to check in the server room. Figure 1.

Tip: General 3 port setup from left to right:
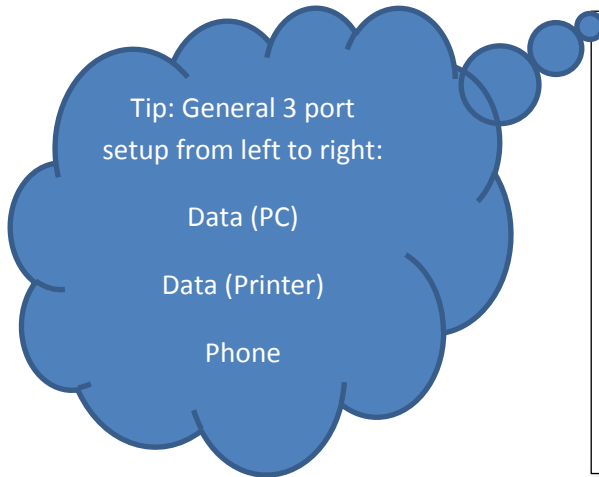
Data (PC)

Data (Printer)

Phone

Figure: 1

2. Go to server room and open rack, you should be looking for the patching, this will look similar to below. Figure 2.
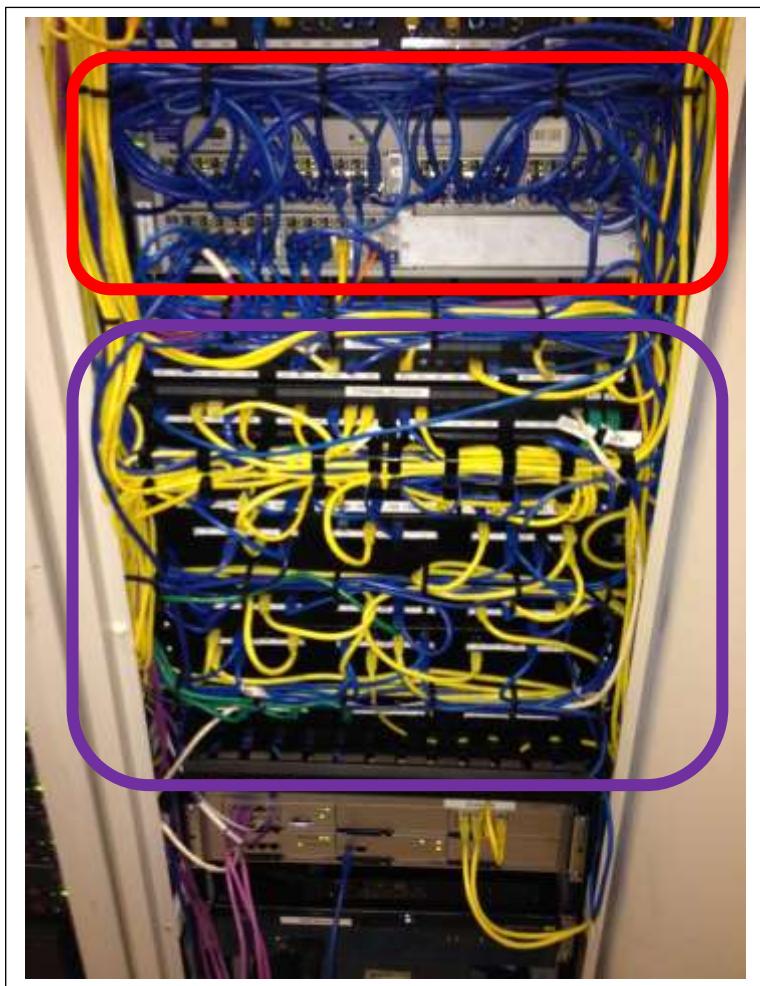Note: switches and ports can be anywhere in rack

Figure: 2

Switch: Ports which allow network access, have flicking lights on each port to identify if port has activity on it.

See figure 4 for closer look.

Port panel: Numbered ports which correspond to ports in rooms.

See figure3 for closer look.

Patching

3. Look for the numbers noted from the office room, making sure there are cords in the corresponding ports in the rack.

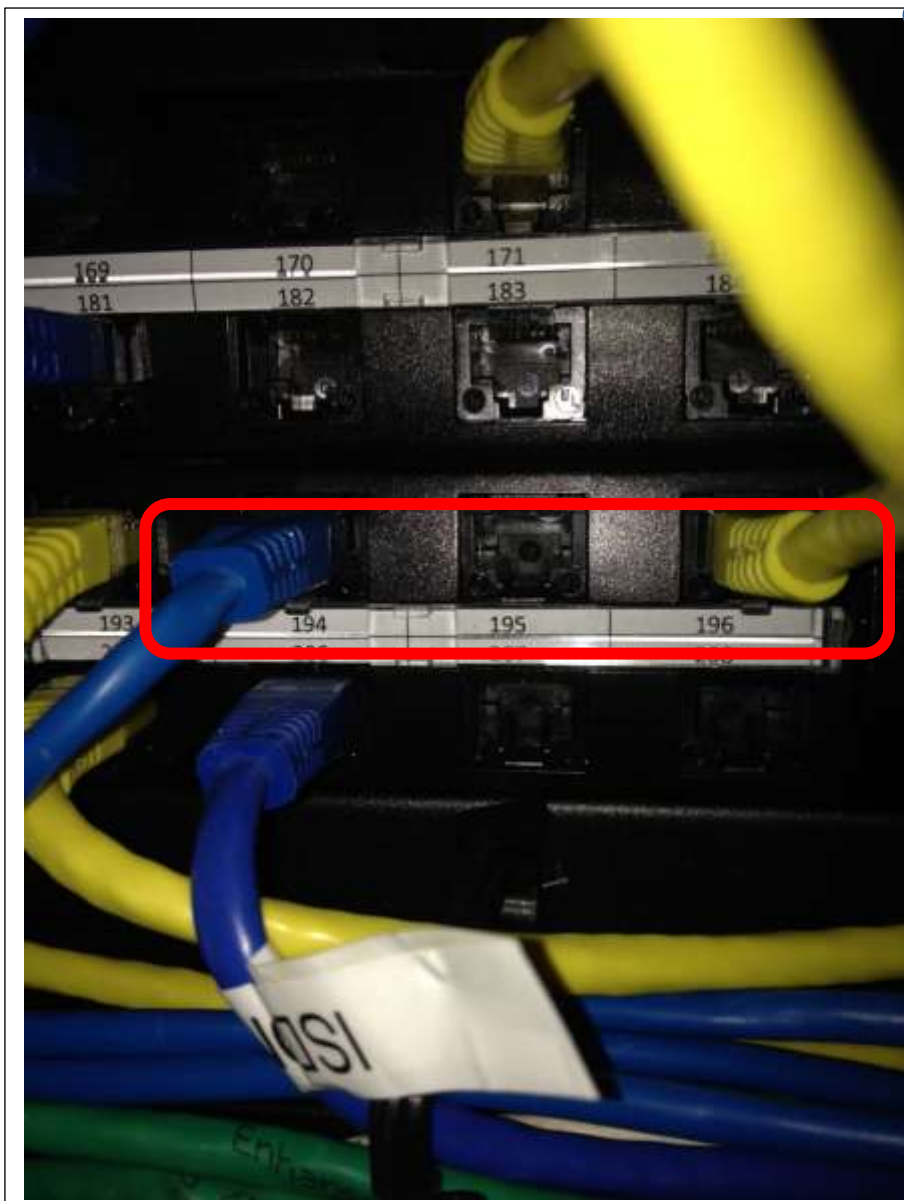Tip: Blue cords are for Data

&

Yellow for phones

Figure: 3

Port panel: Where the ports in the room terminate. Corresponding numbers from Figure 1.

Patching

3. Trace data cord back to see if it is plugged into the switch.

Figure: 4

Switch: Switch port numbers & light indicating activity upon that