

START UP

1. FOLLOW THE ON SCREEN INSTRUCTIONS TO LOG ON TO THE COMPUTER



If computer is off, turn on using the ON button (inside the lecturn).

Computer ON button

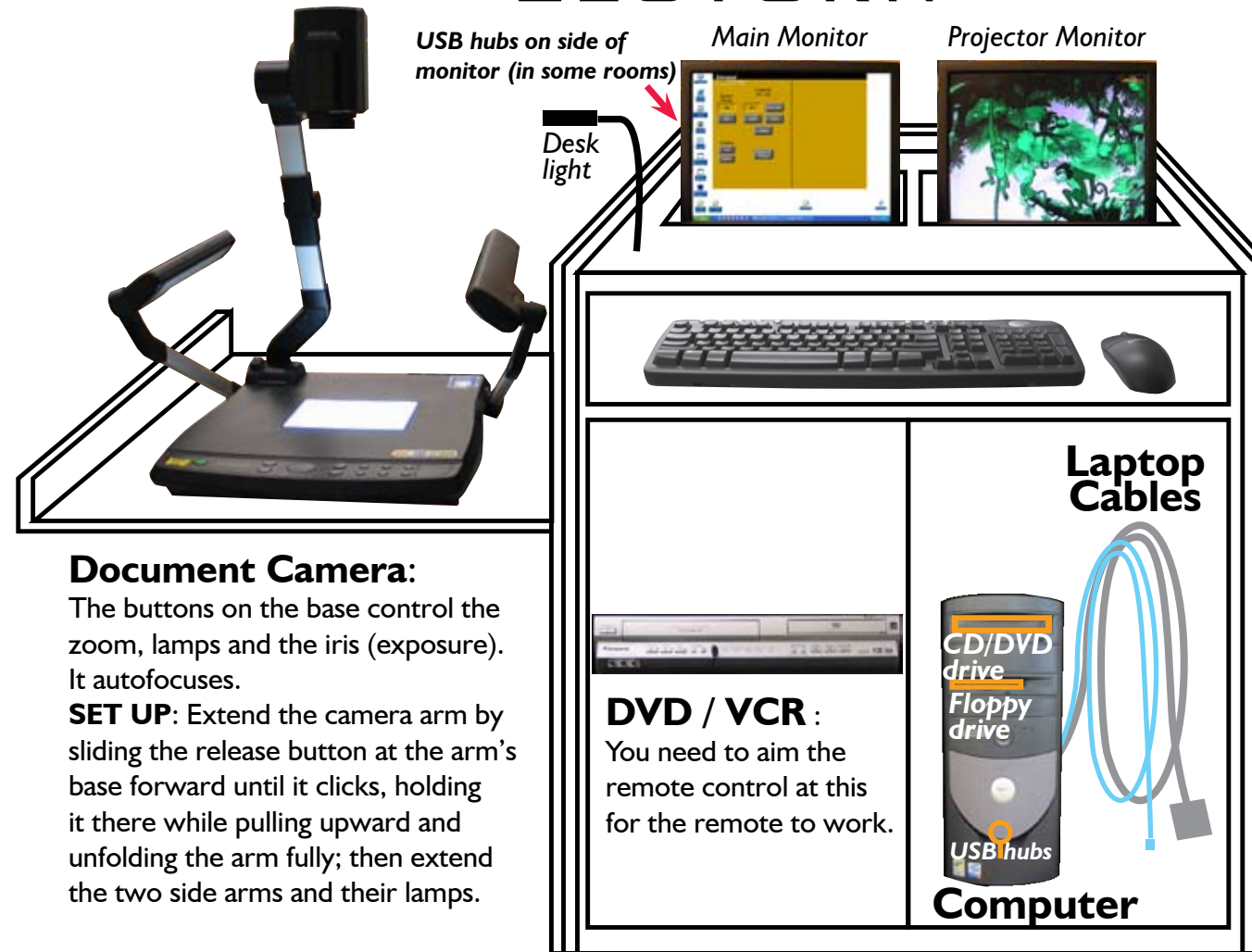
Computer Tower

2. TURN THE SYSTEM ON



The "ON" button is located in the upper left corner of the control panel. All devices should turn on (projector, document camera and DVD/VCR).

LECTURN



Document Camera:

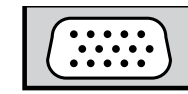
The buttons on the base control the zoom, lamps and the iris (exposure). It autofocuses.

SET UP: Extend the camera arm by sliding the release button at the arm's base forward until it clicks, holding it there while pulling upward and unfolding the arm fully; then extend the two side arms and their lamps.

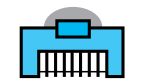
DVD / VCR :

You need to aim the remote control at this for the remote to work.

LAPTOP CONNECTION



VGA cable



ethernet cable

1. Plug the VGA cable to the VGA port on your laptop, marked with this symbol.



2. Plug the ethernet cable inside the lecturn in to the ethernet port on your laptop, marked with this symbol.

3. Turn your laptop computer on.



4. Press the "Laptop" button on the control panel. *PC laptops may need their own Fn+Fkey pressed to output display.*

ENDING CLASS

1. **TURN THE SYSTEM OFF** using the control panel

2. **LOG OFF THE COMPUTER.** Go to "Start" and choose "Log Off".

Need Help?!

HELP DESK
Dial (776)-2168

Mon. to Thurs. 7:00 am - 10:00 pm

Friday 7:00 am - 9:00 pm

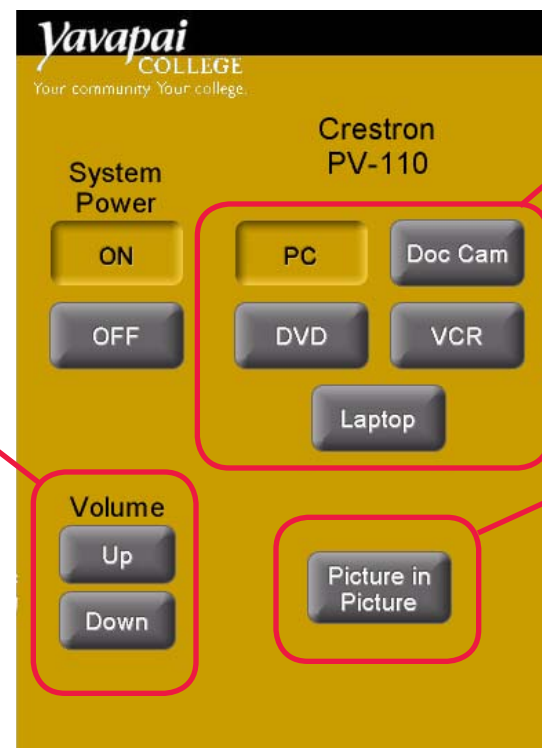
Saturday 8:00 am - 5:00 pm

CONTROL PANEL

The Control Panel is always a part of the desktop. By minimizing active windows you will be able to return to it.



Volume control: pressing the buttons changes the level incrementally with each press (or press and hold down). Level is indicated in the corner of the projected image.



Buttons activate the five devices, and controls for each appear on the right hand side. Laptop connection is explained above.

Picture in Picture displays the smaller image of another device on top of the currently selected device. Experimentation is recommended before using this feature.