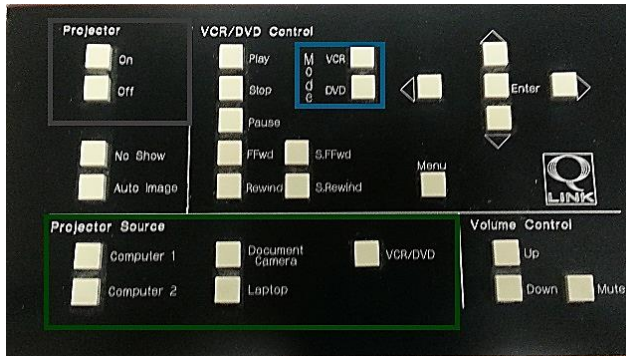


R1073 Paslay Auditorium

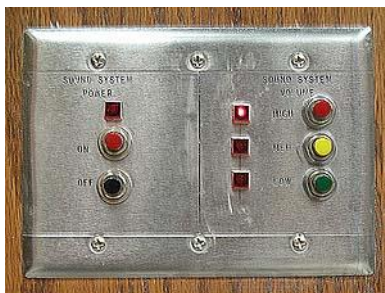
Instructions for the use of the Presentation System

Quickstart



Control Panel

- To turn on the projector, press the **ON** button on the control panel, located on the podium.
Note: a dim light will activate when the projector has power and will take approximately two minutes to warm up. If a blue screen appears after warm up press the desired input source on the control panel.
- To lower the screen, hold down the **right-most switch** in the row of three white switches located to the left of the blackboard.
- Sound for the room is switched on next to the lighting controls.
- To switch inputs, raise or lower the volume, or play/pause media use the control panel on the podium.



Sound Controls



Lighting Controls

Ending Your Session

- Turn off the sound system
- Turn off the projector by pressing **OFF** on the control panel on top of the podium.
- Return screens and lights to their original settings.
- Return the key to Engineering Experiment Station (RA1048)

To use the Computer

- To display the Computer on the projector press **Computer 1** on the control panel, located on the podium.
- USB ports are available on the left side of the monitor, as well as on the front of the machine.

WARNING: Security software on this computer will erase all changes made on the next reboot. This includes any files or data you may have created. These lost files are non-recoverable.

Please see reverse side for additional instructions.

To Connect a Laptop



VGA and Audio Cables

- Locate the VGA (video) and audio cables in the cable cubby on the left side of the podium.
- Connect the VGA and audio cables to the laptop.
- Press **Laptop** on the control panel to project the laptop display.
- To return to the PC display press **Computer 1** on the control panel.

Note: If the display does not appear on the projector, you may need to change the display settings on your laptop. The settings should have a maximum screen resolution of **1024x768** and the refresh rate should be less than 75 Hertz. This can be done in the **Display** control panel, accessed by right-clicking on your laptop and choosing **Properties**.

To use the DVD/VCR player

- Power on the DVD/VCR.
- Press the **VCR/DVD** button on the control panel under projector source.
- Select **VCR** or **DVD** under Mode on the control panel.
- Insert a cassette/disc into the unit and press play.

To use the ELMO

- Open the lid on the right side of the desk.
- Adjust ELMO as desired.
- Select **Document Camera** on the control panel.
- USB ports are available on the left side of the monitor, as well as on the front of the machine.

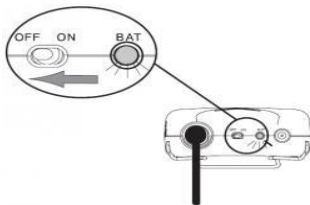


Opening the Desk



ELMO

Lapel Microphone



Lapel Microphone

- To use the Lapel Microphone move the switch from the **OFF** position to the **ON** position. A green light will indicate that the microphone is functioning.
- Please remember to switch off the Lapel Microphone when you are finished using it.

Please see reverse side for additional instructions.