Displaying a Laptop

1. To operate the projector, use the system control station, surface-mounted on the side wall, stage left (audience right). The equipment and cable storage rack is located in the front cabinet. Access is gained to the cabinet by unlocking the pad lock, access code available upon request. Set the code, then push in and release the lock. Next, make sure all rack items are powered ON for proper performance. One main power switch is on the rack.

2. At the wall controls, press the ON button. It will flash while the projector warms up. No other controls will function at warm up.

3. After warm up is complete, press the LAPTOP button to activate the laptop connection at the front of the room.

4. Laptop display is provided using a VGA cable with an attached audio connector, stored in the cabinet. It plugs into the wall input, directly under the control panel. Users must provide their own MAC adapter. First, connect both ends of the cable and select the proper input. At this point, you can power on and open up your laptop.

5. Volume levels may be controlled using the VOLUME knob on the Biamp control panel. Push the knob IN, to activate “PROGRAM LEVEL” control, and then set your level.

6. In addition, Volume can be leveled individually in each of the (3) Luria sections, using the (3) sound control knobs.

Displaying a video device

1. The combo VHS/DVD combo player is located in the cabinet. To operate the player, use the controls on the unit, or its remote control, stored adjacent.

2. To view VHS tapes, select VCR on the control panel. To view DVD discs or play CD’s, select DVD on control panel. You will also need to set the VHS/DVD switch, on the player, to the correct output.

3. External video or audio sources may be presented using the input jacks, located next to the laptop connector. Items can be ordered from Media Technology Services (MTS), ext 6-4635.

4. Press the AUX VIDEO or S-VIDEO button, depending on your connector, to display your device.

Audio levels & Using microphones, Assisted Listening

1. Microphones can be ordered in advance thru MTS, @ext.6-4635.

2. Microphone input jacks are along the front, side wall, stage left.

3. Microphone levels should be preset by MTS prior to the event. Master Volume level is adjustable however, on the Biamp controller, as instructed above. Push the Biamp’s knob IN again, to activate “MIC LEVEL” control, and then adjust.

4. Assisted Listening Devices are available in Luria. One unit is stored in the cabinet. Contact MTS for further assistance.

**When Finished**

1. Press the OFF button on the system control panel. Be sure the projector powers off to save lamp life and energy!

2. Please return cables, remotes and related items, and lock up.