

Heller Brown, Room 147

Technology instructions

This room contains a 50" wall-mounted plasma flat screen, and a videoconferencing system.

Turning on the system:

Locate the plasma remote control, *either* attached to the side of the plasma screen or stored in the equipment closet.

1. Point the remote at the plasma, and push the **"ON"** button.
2. Select input choices with the **"SOURCE"** button.
3. *If you cannot find the remote, these controls are accessible, on the bottom of the plasma screen, to the right.*

Laptop Display (INPUT PC2):

- **There are two laptop connection points in the room**, one in a modular, conference table pop-up, the other at the wall, under the flat screen. **Do NOT disconnect any cables at the plasma flat screen.**
- *Best practice tip: turn on the plasma and select input "PC2" prior to connecting & turning on your laptop.*
- **Now that the plasma display is ON**, connect your laptop to **either**: the table pop-up or the wall plate, using the supplied 15 pin cable w/audio (stored in the closet), or your own cable if you brought one. At this point, turn on your laptop. The indicator light will turn **green** on the pop up. **We recommend a laptop resolution no higher than XGA (1024x768) or UXGA (1366x768) when using this particular display panel.**
- *To access the network, use your UNET name and password, in the USERS domain. *Going wireless? – If not registered to the secure network, you can log in as a guest user after opening a web browser.*

Volume levels:

Control them using the plasma remote control, or directly on the bottom of the plasma: **VOL + or -**. Use the **"MUTE"** button only when desired.

VHS, DVD, or other media display (INPUT S-VIDEO):

Inside the equipment closet, you will find the **VHS & DVD players**, into which you may insert your tape or disc.

1. Select input **"S-VIDEO"** for either player. Next, and in the closet, locate a small Extron **source switcher**. Press button **"1"** for DVD or button **"2"** for VHS.
2. Use the VCR or DVD controls on the units themselves, or on the provided remote controls, stored in the closet. *An infrared repeater, located at the bottom of the flat screen, allows you to use remotes in the conference room, with the closet door closed.*
3. Audio CD's can also be played on the dvd player, or on your laptop's CD/DVDdrive.
4. **Other media choices** may be played by ordering support equipment from Media Technology Services @ 6-4632 or 6-4429.

Videoconferencing (VC) system (INPUT PC1):

1. First, please get the **wired microphones**, attached to each side of the plasma flat screen. Place them as needed on the tables. *Tape cables to avoid trip hazards!*
2. Select input **PC 1** on the flat screen. **(Do NOT disconnect any cables at the plasma flat screen.)** For all other controls, acquire the **Tandberg VC remote**, stored in the closet.
3. For specific instructions: see the *Videoconferencing Guide*.

Videoconferencing suite
Acquire key from administrative offices



WHEN DONE: *Please turn the system OFF, button @ top right hand corner of the remote. Return remotes and accessories to proper storage. Thank You!*

TECHNOLOGY MAINTAINED BY: MEDIA TECHNOLOGY SERVICES (MTS) AT EXT.6-4632 or 6-4429.