**Displaying Video or Computer Sources**

1. At the Instructor Station. Push DOWN on the black system controller to access controls. Touch the screen to begin.
2. Press the **PC** (or any source) button to turn on the display system. The projector will take over a minute to warm up. *No controls will function during warm up.*
3. After the warm up, you can select any source using the appropriate buttons. *(Buttons illuminate when active.)* *It's recommended to wait a few seconds between input selections.*
   - Press the **PC** button to display the installed Instructor PC. *There are courtesy USB ports on the front of the Instructor PC or on a USB extender near the monitor.*
   - Press either the **LAPTOP HDMI** or **VGA** button to activate laptop connectivity, selecting either HDMI or VGA. Both cables are provided at the instructor station. *Users must provide their MAC & DisplayPort adapters.*
   - Press the **BLU-RAY/DVD** button to select the DVD player. A disc control page will appear on the touch panel allowing you to control the player.
   - The **AUX AV** button activates front rack-panel inputs, allowing you to connect external video devices, such as a VHS player or camcorder. If in need of a VHS player, contact Media Technology Services (MTS: 781-736-4635) to request a temporary unit. *Legacy VHS stock is declining, and this is based on inventory availability.*
4. **INSTRUCTOR PC LOGON:** ***Use your UNET name and password, in the USERS domain.***
5. **Laptops going wireless may be logged securely to Eduroam using your UNET address and password, or to the unsecure guest network, using a personal email address. Open a browser to access the log on process.***
6. The **IMAGE MUTE**, **AUTO-IMAGE** and **ASPECT RATIO** buttons allow further adjustment of images on the screen

**Audio Controls**

1. Press the **SOURCE VOLUME** ^ (up), **VOLUME** v (down) and **MUTE** buttons to control levels.
2. If microphones are connected, press **MIC VOLUME** and these same buttons become microphone level controls, for those recording or sending to an Assisted Listening Device. Revert back to **SOURCE VOLUME** for device level control.

**When Finished**

Press **SYSTEM OFF**, and confirm by pressing **POWER DOWN**. Be sure the projector shuts off with its 90 second cool down process.