

## Lown 302

*(TEC classroom – level B)*

*These rooms utilize ceiling-mounted projectors, focused on ceiling-mounted pull down screens.*

### 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 another source using the appropriate buttons. *(Buttons illuminate when active.) It's recommended to wait a few seconds between input selections.*
  - Press the **PC/LAPTOP** button to display either the installed Instructor PC or a user-provided laptop. **There are courtesy USB ports on the front of the Instructor PC.** The vga cable is provided at the instructor station. **When PC/LAPTOP has been pressed, the system will auto-detect and switch to a properly connected laptop.**
  - Press the **HDMI** button to activate the **Digital HDMI** cable as your laptop source. This cable is provided at the instructor station. Beyond the buttons, **the system will attempt to auto-detect, and switch to a laptop when properly connected. Users must provide their MAC & DisplayPort adapters.**
  - Press the **DVD** button to select the DVD player. A disc control page will appear on the touch panel allowing you to control the player.
  - Press the **VCR** button to select the VHS player, if one exists in your room, **The VCR button will be marked as inactive if there is no VHS player in your room.** If in need of a VHS player, contact Media Technology Services (MTS: 781- 736-4632) to request a temporary unit. Legacy VHS stock is declining, and this is based on inventory availability.
  - The **AUX AV** button activates front rack-panel inputs, allowing you to connect external video devices, such as a VHS player or camcorder.
4. PC LOGON: \*\*\*Use your UNET name and password, in the USERS domain. \*\*\*
5. **Laptops going wireless may be logged on using your UNET name and password, or as a guest account, 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** ^, **VOLUME** v and **MUTE** buttons to control levels.
2. If mics are connected, these buttons become mic controls when pressing the **MIC VOLUME** button for those recording / capturing or sending to an Assisted Listening Device.

### Playing Audio through the system

1. You can play audio discs and files through the PC, your laptop or tablet, or the DVD player, by pressing the source button for your chosen device.
2. You can also play audio by connecting your portable player to the stereo (3.5mm) connector on the rack panel.

*No Access Codes Needed.*



### When Finished

To finish and shut down, press **SYSTEM OFF**, and confirm by pressing **POWER DOWN**. **Be sure the projector begins to power off with its 90 second cool down process to save lamp life!**