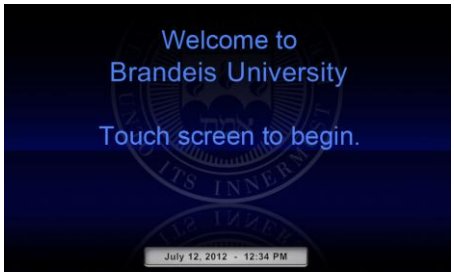
# Volen 106 & 119

***No Access Codes Needed.***

***(TEC classroom – level B)***

***This room utilizes a ceiling-mounted projector, focused on a wall-mounted pull down screen.***




## 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 designated 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.

## When Finished

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!**

***TECHNOLOGY MAINTAINED BY: MEDIA TECHNOLOGY SERVICES AT EXT. 6-4632 OR EXT.6-4429.***