

ASAC 209 (TEC classroom – level B)

Access Code: none current

*This room utilizes an interactive whiteboard. **Separate instructions provided***

Displaying PC or Laptop

1. To operate the projector, use the system control station, surface-mounted on the side wall, or the matching panel controls in the Instructor Station.
2. Press the **ON** button. The button will flash while the projector is warming up. If the interactive board is not in center position, please slide it over at this time. Instructions for interactive activity are provided on Page 2 of this document.
3. Press the **PC/LAPTOP** button to activate the PC, installed inside the station. (There is a convenience USB jack, front left on the PC.)
 - Laptop connections are provided via a VGA cable with an attached audio cable, accessed thru a side, circular grommet opening. The system will **auto-detect**, and switch to a laptop when properly connected. A power plug is available in the control station. **Users should supply their own MAC adapter.**
4. Volume levels from any source may be controlled using the **VOLUME** knob with LED gauge. Make sure audio amplifier (and all rack items) are powered ON for proper performance.
5. **PC LOGON:** **Use your UNET name and password, in the USERS domain. **
6. **Laptops** with wireless cards may be logged on using your UNET name and password, or as a guest account, using a personal email address. Opening a browser directs you to the log on process.



Playing DVDs or Videotapes

1. Players are located inside the Instructor Station.
2. Insert your DVD disc or VHS tape.
3. Press the appropriate input button on the system control station. **DVD** or **VCR** depending on your media.
4. To operate the playback units, use the transport controls as provided on each unit, or on a provided remote control.



Playing Audio CDs

Audio CDs are played through the DVD player.

1. Open the rack using the combination listed above.
2. Insert your CD into the DVD player.
3. Press the **DVD** button on the system control panel.
4. Press **play** on the DVD player and use the track forward & back buttons to access the appropriate track.
5. *An audio CD may also be played using the PC's cd drive.*



****When Finished****

1. Press the **OFF** button on the system control panel. **Be sure the projector begins to power off process with its 90 second cool down process.**
2. Return all remote controls.



FOR FURTHER ASSISTANCE: CALL LTS / MEDIA & TECHNOLOGY SERVICES AT EXT.6-4632 OR EXT.6-4429.