

Golding 109 *(TEC classroom – level B)*

Access Code: None needed – currently

This room utilizes a manual, pull down screen.

Displaying PC or Laptop

1. Use the system control panel, surface-mounted on the instructor station, to operate the projector, select sources and control audio levels. ***If no lights are active, please turn on the Master power switch in the equipment rack, below.**
2. Press the **ON** button, which will flash during warm up.
3. Press the **PC** button for both PC and Laptop connections. The “in room” PC will be displayed and heard. There is a courtesy USB port on the front of the PC.
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. Laptop and network connections are provided inside the recessed “cable cubby” surface-mounted on the instructor desk. **MAC adapters should be provided by the end user.** When a signal is “sent” from a visiting laptop, it takes precedence over the “in room” PC. 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.
7. The **AUTO IMAGE** button will correct any sync issues between the pc or laptop display, and the projector. **We recommend 1024x768 XGA resolution for best results.**
8. **AV MUTE** temporarily mutes your image from the projector. **AV UNMUTE** restores the image.



Playing DVDs or Videotapes

1. Access playback gear in 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. Access playback gear in the Instructor Station.
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 or master remote, 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 remotes & related items to the instructor station or their charging dock.

