

This room utilizes an electric, wall mounted screen. The wall switch control is located adjacent to the system controller.

Displaying a Laptop

1. To operate the projector, use the system control panel, surface-mounted on the front wall, stage left (audience right). ***Make sure the amplifier (and any presentation support equipment) is powered ON for proper performance. An equipment shelf is located in the storage closet, audience right.***
2. At the wall controls, press the **ON** button. No other controls will function during the 45 seconds for projector to warm up.
3. After warm up is complete, press the **LAPTOP** button to activate the laptop connection at the front of the room, located on the wall underneath the control panel.
4. Laptop display is provided via a wall input plate, directly under the control panel. Users may provide their own cable, or request one from Media Technology Services (MTS) @ ext.6-4635. ***MAC users must provide their own MAC adapter. BEST PRACTICE TIP: before powering on or opening up your laptop, connect both ends of the cable and select the LAPTOP input on the control panel. At this point, you can power on and open up your laptop.***
5. ***PC LOGON**Use your UNET name and password, in the USERS domain. **Going wireless? You may logon as a "guest user" with your email address, once your card recognizes the network. *****
6. Volume levels from any source may be controlled using the **PROGRAM AUDIO (PROG)** buttons on the control panel.

Displaying a video device

1. External video or audio sources may be presented using inputs on the same wall plate. If desired, items may be ordered from Media Technology Services (MTS), ext.6-4635.
2. Press the **VIDEO** button if you have plugged into the yellow "VIDEO" connection jack.
3. Press the **S-VIDEO** button if you have plugged into the black, 4-pin "S-VIDEO" connection jack.
4. Volume levels from any source may be controlled using the **PROGRAM AUDIO (PROG)** buttons on the control panel.

MICROPHONES

1. Microphones should be ordered thru MTS @ ext. 6-4635.
2. Microphone input jacks are located on the wall plate next to the laptop connector.
3. Volume levels should be preset by MTS prior to the event, or microphone master levels may be adjusted using the **MIC AUDIO (MIC)** buttons on the control panel.

******Lighting controls are wall mounted in the hallway, outside Napoli. Settings #7 & 8 are acceptable when using the projector. ******

****When Finished****

Press the OFF button on the system control panel. Be sure the projector has been turned off to save lamp life!

