

# Shiffman 120 *(TEC classroom – level B)*

Access Code: none current

*This room utilizes a manual, pull down screen.*

## Displaying video sources

1. Use the black, System Controller in the Instructor Desk. Push DOWN on the cover to access the pop-up controls.
2. Press the **PROJ ON** button. Projector will take 45 seconds to warm up. **No controls will function during warm up.**
3. The most recent input will be displayed in the corner of the screen.
4. After the warm up period, select your preferred input using the appropriate buttons. *(Buttons illuminate when active.)* **There is a seven (7) second lock out period after input selection, when you cannot jump to another source. Just re-select your source after the 7 seconds.**
  - **PC/LAPTOP** will display the installed PC. *There is a courtesy USB port on the front of the PC.*
  - Laptop connections are provided via a VGA cable with an attached audio cable, accessed thru the desk's circular grommet opening. The system will **auto-detect**, and switch to a laptop when properly connected. **MAC adapters should be provided by the end user.**
  - **DVD/S-VIDEO** selects the DVD player, stored under the Instructor Desk. If needed, you can unlock the door using the access code as provided above.
  - **VHS/VIDEO** selects the VHS player in the same location. You may operate the video devices using controls on each unit, or with provided remotes.
  - **Media Center:** External video/audio sources may be presented *(such as a camcorder)*. Simply plug into one of the inputs, under the control buttons. System should **auto-detect** & display.
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.**
7. The **AUTOIMAGE** button will let you adjust the projector to attempt proper sync with your laptop. **We recommend XGA resolution (1024x768) for best results.**
8. The **AV MUTE** button blacks out video and audio. Hit it again to return to your presentation.

## Audio Controls

1. Pressing the **AUDIO up** and **AUDIO down** buttons will control your levels.
2. The **AUDIO MUTE** button will mute all sound levels. Just hit it again to regain sound.

## Playing Audio CD's

*Audio CDs can be played through the DVD player.*

1. Insert your CD into the DVD player.
2. Press the **DVD/S-VIDEO** button.
3. *An audio CD may also be played thru the PC's CD drive.*



## When Finished

1. Press the **PROJ OFF** button. Be sure the projector begins to power off with its 90 second cool down process. **It is important to shut off the projector to save lamp life!**
2. Close the pop up control station.
3. Return any remote controls to rack storage.

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