

# Volen 119 *(TEC classroom – level B)*

Access code: none

*This room utilizes a ceiling mounted projector, focused on a wall-mounted, screen that can be pulled down in front of the whiteboards.*

## Displaying video sources

1. Use the black, System Controller on top of the Instructor Station. Push **DOWN** on the cover to access the pop-up controls. This cart rolls about 5' in the instructor area! Roll back when done!
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 screen's corner.
4. **After the warm up period, you MUST select your preferred input using the appropriate buttons. (Buttons illuminate when active.)** There is a four (4) second lock out period after input selection, when you cannot jump to another source. **Just re-select your source after the 4 seconds.**
  - a. **PC/LAPTOP** will display the Instructor PC at the cart. *Note the courtesy USB jacks on the PC's front.*
  - b. **Laptop connections** are provided via a VGA cable with an attached audio connector, accessed thru the control pop up opening. The system will **auto-detect**, and switch to a laptop when properly connected. A power plug is available in the control station. **Mac and Display-Port users should provide their own adapters.**
  - c. **DVD/VIDEO** selects DVD output from the combination DVD/VHS player, stored inside the Instructor Station.
  - d. **VHS/VIDEO** selects the VHS output from the same player. You may operate the video devices using controls on each unit, or with provided remote. *Note well: If you do not see an image, but do hear audio, just wait a few seconds and re-select your source.*
5. **PC LOGON:** **\*\*Use your UNET name and password, in the USERS domain. \*\***
6. **Laptops with wireless cards are 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. Press **AUTOIMAGE** to adjust the projector for proper sync with your laptop. **We recommend SXGA resolution (1280x1024) for best results.**
8. The **AV MUTE** button blacks out video and mutes audio. Hit it again to return to your presentation.

## Audio Controls

1. Simply hit the **AUDIO ^** and **AUDIO v** buttons to control your levels.
2. The **AUDIO MUTE** button will mute all sound levels. Just press it again to regain sound.

## Playing Audio CD's

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

1. Insert your CD into the player of choice.
2. Press the source button for the **chosen device**. Use the device's controls to play your media.



## 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 the station and neaten up the instructor area.**



**Technology maintained by: MEDIA TECHNOLOGY SERVICES AT EXT. 6-4632 OR EXT.6-4429.**