

CLASSROOM EQUIPMENT INSTRUCTIONS

I. PUT THE PROJECTOR SCREEN INTO THE DOWN POSITION

There is a rocker switch located at the front of the classroom. Use it to lower the projector screen.



II. TURN ON THE SYSTEM

Locate the control panel on the instructor's station. Press the "ON" button on the control panel to turn on the projector.



III. CHOOSE AN INPUT USING THE SOURCE BUTTONS

To show the output of the classroom computer or a laptop:

- A. Turn on the computer OR hook up the laptop to the provided VGA cable.
- B. Press the corresponding button to see the image projected onto the screen.

To show a DVD or VHS:

- A. Turn on the DVD/VHS unit.
- B. Press the “DVD/VCR” button to see the image projected onto the screen

To adjust the volume:

Use the volume up or down keys accordingly.

To control the DVD/VHS unit:

Use the controls on the right side of the control panel.

To show the output of the document camera:

A. Turn on the document camera.

B. Press the “Document Camera” button to see the image projected onto the screen.

For closed captioning programming:

Press the “CC” button to turn closed captioning on or off.



**IV. WHEN YOU ARE FINISHED, *TURN OFF THE SYSTEM*
AND RAISE THE PROJECTOR SCREEN**

Press the
“OFF” button
on the control
panel to turn
off the system.



Use the rocker switch
to fully raise the
projector screen.

