Instructions for Enhanced Classroom – BO 332

You can use the following equipment:
- Desktop Computer
- VGA hookup for laptop
- HDMI hookup for laptop
- Blu-ray player with remote
- Document Camera
- VCR player

Turn the projector on and lower the screen

- Press the **Power** button on the Touch Panel to activate the projector.
- There will be a 30 second delay as the projector warms up.
- To lower the **SCREEN**, there is a switch on the wall (to the right).

Select device on Touch Panel

- For the **desktop computer**, press the **Internal PC** button.
- For a **laptop**, plug the VGA and audio connectors into the laptop. Press the **Laptop VGA** button.
- For a laptop, plug the HDMI into the laptop. Press the **Laptop HDMI** button.
- For the **Blu-ray player**, press the **DVD Blu Ray Lectern** button.
- For the **document camera**, make sure it is powered on and press **Doc Camera**.
- For the **VCR**, press the **VCR Lectern** button.

Use the Projector Image On/OFF button if you want to keep the image ready but want the screen to be dark.

Volume is controlled through the Touch Panel. If you are using a laptop, please make sure the master volume on the laptop is high.

### Troubleshooting

- **Video**
  - If your device is not projecting:
    Try selecting a different device and then switch back.
    Try restarting your device.
  - If your laptop is still not projecting:
    Check your cable connections and make sure LAPTOP is selected on the Touch Panel. For a **PC**, hold the Windows key and letter P, and choose “duplicate.” For a **Mac**, make sure your display setting is “mirroring.”

- **Audio**
  - If you cannot hear any sound from HDMI: you may have to change your audio output on your laptop. For a **PC**, right-click on the sound icon and choose “Playback devices.” Then choose “Crestron.” For a **Mac**, Option-Click on the sound icon. Then choose “Crestron” for your Output Device.

Please CALL MEDIA SERVICES (504-864-7120) for any assistance.

Please press **SYSTEM OFF** at the end of your class!