Instructions for Enhanced Classroom – BO 101

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

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, press SCREEN then ↓.

Select device on Touch Panel

- For the desktop computer, press the INTERNAL PC button.
- For a laptop with VGA connection, plug the VGA and audio connectors into the laptop. Press the LAPTOP button.
- For the Blu-ray/DVD player, press the BLU RAY DVD button.
- For the Document Camera, make sure it is powered on and press the DOCUMENT CAMERA button.
- For the VCR player, press the VCR 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

- 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.”

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

Please press System OFF at the end of your class!

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