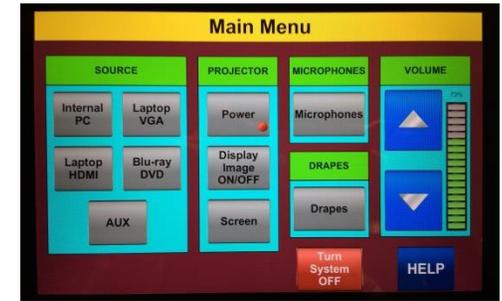# Instructions for Multimedia Room 2

You can use the following equipment:

- Desktop Computer
- VGA and HDMI hookup for laptop
- Blu-ray Player with remote
- Ladibug Document camera (using the Desktop Computer)

Touch Panel

Turn the projector on

- If the touch panel is dark, touch it to activate it.
- Press the **PROJECTOR POWER** button, followed by the **PROJECTOR ON** button.
- There will be a **30 second delay** as the projector warms up. The screen will automatically come down.

Select device on Touch Panel

- For the **desktop computer**, press **Internal PC.**
- For a **laptop with VGA connection**, plug the VGA and audio connectors into the laptop. Press the **LAPTOP VGA** button.
- For a **laptop with HDMI connection**, plug the HDMI cable into the laptop. Press the **LAPTOP HDMI** button.
- For the **Blu-ray Player** , press **Blu-ray DVD**. Use the control buttons on the touch panel or use the remote to access the DVD menu or move to different chapters.
- For the **Ladibug Document camera**, press **Internal PC**. Ue the Ladibug software located on the desktop computer. Additionnal instructions are located on the podium.

Use the **Display 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.

Drapes are controlled by the touch panel. **Lights** are controlled by the switch located next to the entrance door.

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 VGA or HDMI 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 TURN SYSTEM OFF at the end of your class!