

Instructions for Multimedia Room 2

You can use the following equipment:

- Desktop Computer
- VGA hookup for laptop
- HDMI hookup for laptop
- DVD player with remote
- VCR Player
- Document Camera



Touch Control Panel

Turn the projector on

- Press the **PROJECTOR POWER** button, followed by the **PROJECTOR ON** button on the touch panel.
- There will be a **30 second delay** as the projector warms up.
- To lower the **SCREEN**, press **SCREEN** followed by the ↓.

Select device on Touch Panel

- For the **desktop computer**, press **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 **DVD** player, press **DVD**.
- For the **VCR** Player, press **VCR**.
- For the **Document Camera**, press **DOC CAMERA**.

Use the **PROJECTOR BLACKOUT ON/OFF** button if you want to keep the image ready but want the screen to be dark.

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

Lighting and drapes are controlled by the touch panel.

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 push button control unit. **For a PC**, hold the Windows key and letter P, and choose "duplicate." **For a Mac**, make sure your display setting is "mirroring."
- **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 "Extron D." **For a Mac**, Option-Click on the sound icon. Then choose "Extron D." for your Output Device.

Audio

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

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