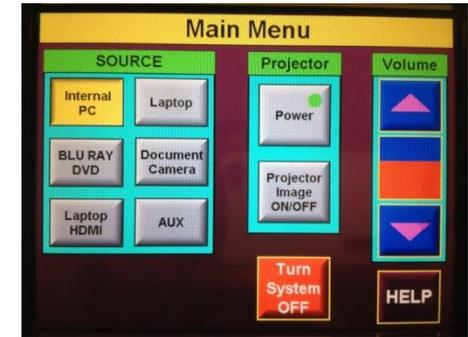# Instructions – Seminar 4

You can use the following equipment:

- Desktop Computer
- VGA and HDMI hookup for laptop
- **Wireless Laptop Projection**
- Blu-ray player with remote
- Hook up for other equipment such as VHS player

Turn the projector on and lower the screen.

- Press the **POWER** button, then the **ON** button on the touch panel.
- There will be a **30 second delay** as the projector warms up.
- To lower the **SCREEN,** please us the switch on the wall.

Select source on the touch panel.

- For the **desktop computer**, press the **Internal PC** button.
- **To project your laptop wirelessly, press the Wireless Projection button and follow the prompt on the screen.**
- For a **laptop with VGA connection**, plug the VGA and audio connectors into the laptop. Press the **LAPTOP** 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 the **BLU-RAY DVD** button.

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

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

You can adjust **the podium's height** by using the buttons on the front left of the podium.

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 or LAPTOP 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!

May 2017