### Instructions for Enhanced Classroom – MO 610

#### You can use the following equipment:
- Desktop Computer
- VGA hookup for laptop
- HDMI hookup for laptop
- Blu-ray player with remote
- Hook up for other equipment such as VHS player or document camera (please contact Media Services)

#### Turn the projector on
- Press the **PROJ ON** button on the control unit to activate the projector.
- There will be a **30 second delay** as the projector warms up.
- *Lighting can be adjusted using the buttons at the bottom of control unit.*

#### Select device on Control Unit
- For the **desktop computer**, press the **PODIUM PC** button.
- 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 the **BLU-RAY** button.

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

#### Volume
- Volume is controlled through the dial on the control unit. If you are using a laptop, please make sure the master volume on the laptop is high.
- Use the **MIC PODIUM MUTE** button if you want to mute or unmute the podium microphone.

#### Lights
- Lights are controlled through the control unit, or through the switches located next to the entrance door.

#### 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 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 “Crestron.” **For a Mac**, Option-Click on the sound icon. Then choose “Crestron” for your Output Device.

#### This room is equipped with microphones for panels and discussions! Please Contact Media Services if you would like to use the Microphone Kit.

#### Video

#### Audio

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

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