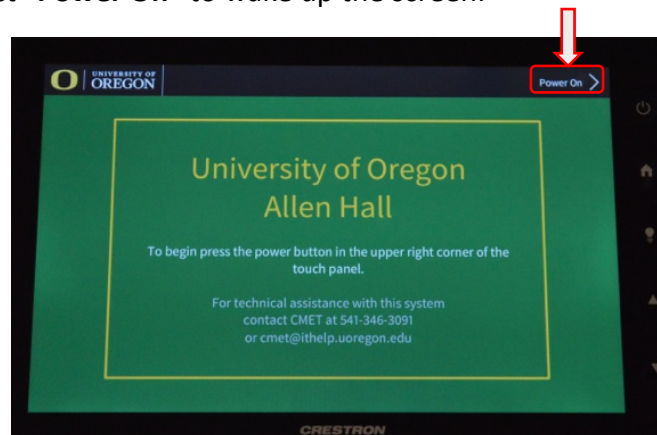# ALL 101, 140, 141 Classroom Technology
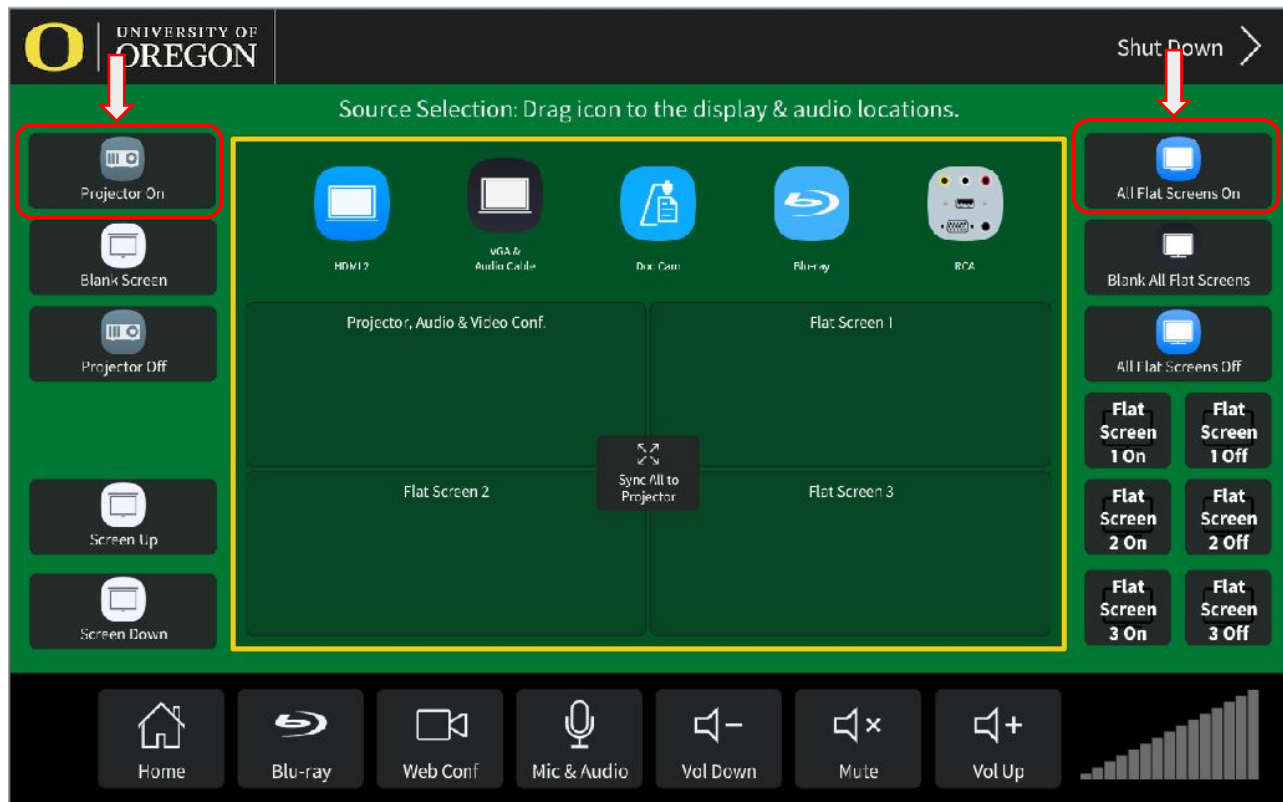

1. **Turn the projector on**

   a. In the upper right-hand corner of the touch panel, press the power button to wake up the screen or select "**Power On**" to wake up the screen.

   b. Press "**Projector On**" for the main projector
   c. Selcet "**All Flat Screens On"** for the three additional displays in the room. Flat screens can be individually managed as well.

2. **Connect your device**
   a. Connect your device to the preferred cable located in the black cable box on top of the podium. The system supports the following signal inputs: HDMI (audio and video), VGA, Blu-ray, Document Camera, and RCA.
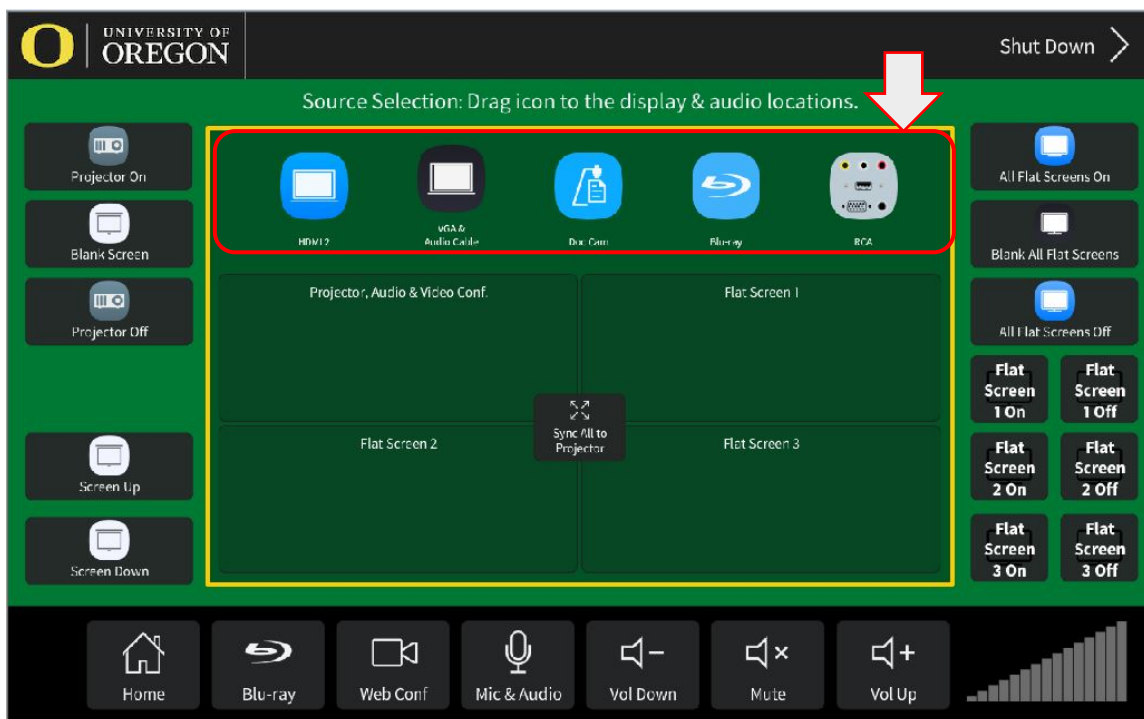
   For some devices (such as Macbooks and tablets), it may be necessary to connect an adapter to either the VGA or HDMI. Apple adapters (thunderbolt) are attached to the HDMI cable.

3. Select the projection source
   a. A list of sources are located at the top of the display. Select a source and drag the icon (HDMI, VGA, Blu-ray, Doc Cam, RCA) into the corresponding location of where to route the input to.
   b. As a multi-display system, it is also capable of displaying different images onto different output sources. For example, one projector can be connected to a computer, while a flat screen could be displaying the document camera.

   Or, if you would like the same input to route to all locations (projector and flat screens), select the **"Sync All to Projector"** button.
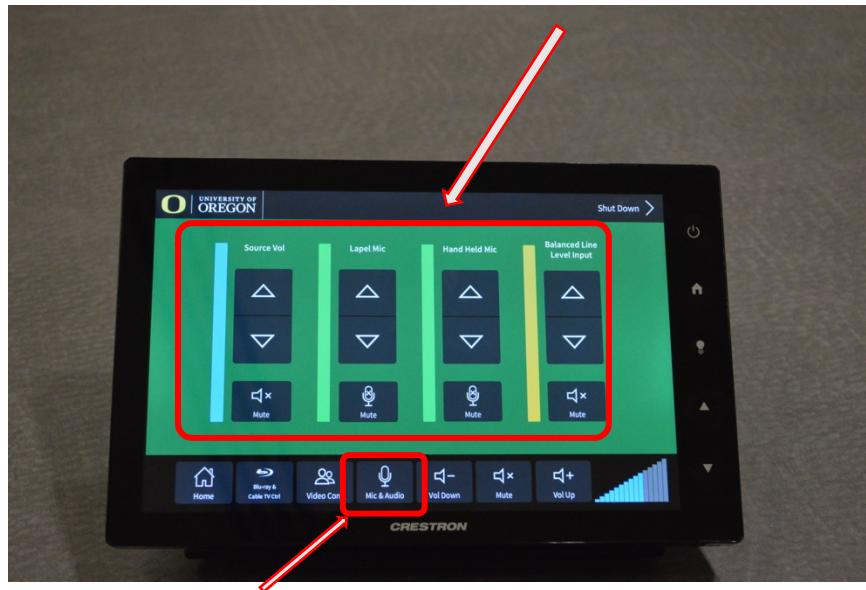

4. Audio
   a. Audio will accompany video with Projector 1.
   b. If you would like to connect the sound to the system, plug the audio cable into the audio jack of your device. If you are connected via the HDMI cable, audio will automatically route through the HDMI cable. Some further computer settings may be required, please see the audio issue troubleshooting steps below.
   c. Control the volume by tapping the volume options along the bottom of the screen.
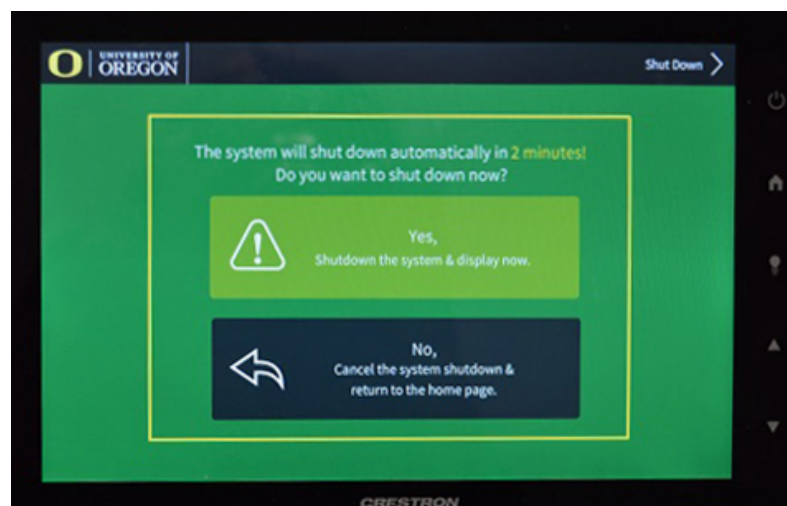
5. Microphones

A wireless clip-on microphone and a handheld microphone are located in the drawer of the podium. Extra batteries can be found in the drawer or at the SOJC help desk located in Allen Hall room 319.

    a. Turn on the microphone by switching the toggle on the top of the microphone to ON.

    b. Tap the "**Mic & Audio**" button on the touch panel to adjust specific audio levels.

    c. When finished, please turn the microphone off.

6. Turn off the system when finished

    a. Select "**Shut Down**" on the upper right-hand corner of the touch panel and then press "**Yes, shut down the system and display now**" to turn the whole system off.
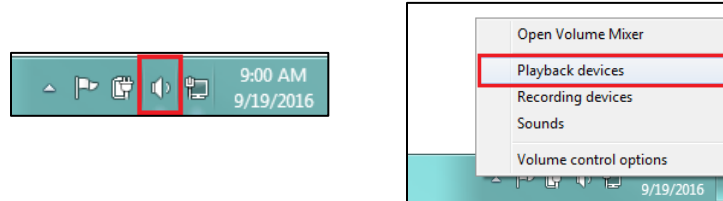
Troubleshooting/Tips

A. What if my audio isn't working?

    a. *HDMI users*: If you are connecting the audio through HDMI source and the audio is NOT transmitting to the room system, please follow these steps:

        i. In the lower right-hand corner of your laptop, right-click on the speaker icon and then select "Playback Devices"

        ii. Next, right-click on the "Crestron" input to enable, you may have to right-click on the "Speakers/Headphones" to disable,

    b. *VGA Users/Audio Cable users:* Confirm that the audio cable is completely plugged into your device and the far end is plugged into the audio input jack. Confirm that the player volume (Youtube, Windows Media Player) and the device's volume are turned up. Next, turn up the classroom volume on the Crestron touch panel.

B. I've plugged in the HDMI (or VGA) cable, but my computer is not projecting?

    a. Confirm that the other end of the cable is plugged into the input jack. Next, re-plugin the cable that is connected to your device (sometimes it can take another try for the computer to detect the display) Confirm that the correct input is selected on the touch panel. Call for more assistance!

C. The Crestron touch panel is frozen.

    a. If the Crestron touch panel is frozen and you cannot interact with any of the controls, please contact support immediately!

D. Lighting Presets

    a. Light presets and controls on located on the front/right-hand side of the podium

E. Power Outlets and Ethernet Jacks

    a. Power outlet and Ethernet Jacks are located directly beneath the lighting controls on the front/right-hand side of the podium.

F. Projector Screen Control

    a. The controls to bring down and put up the Projector screen are located left of the Ethernet Jack also on the front/right-hand side of the podium.

For further assistance please contact the SOJC Tech Desk at (541) 346-3715 or CMET at (541) 346-3091.