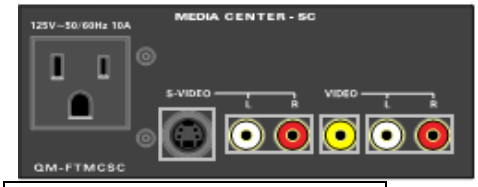
Pollack 7 *(TEC classroom – level B)*

No access code needed.

This room utilizes a manual, pull down screen.

Displaying video sources

1. Use the white, System Controller on top of the Instructor Station. The station rolls a few feet in the instructor area! *Roll back when done!*
2. Press the **DISPLAY ON** button. Projector will take 45 seconds to warm up. ***No controls will function during warm up.***
3. The current input will be displayed in the corner of the screen.
4. After the warm up period, select your preferred input using the appropriate buttons. ***(Buttons illuminate when active.)*** **Press, and hold the button down for a brief second. If your source does not appear, press again.**
   - **PC** will display either the installed PC, or a laptop. There is a courtesy USB port on front of the PC. *A wireless mouse is included with the PC for convenience.*
   - **Laptop** connections are provided via a VGA cable with an attached audio cable, accessed thru a top, circular grommet opening. The system will **auto-detect**, and switch to a laptop when properly connected. A power plug is available in the control station equipment rack.
   - **DVD** selects the DVD player, stored inside the Instructor Station.
   - **VHS** selects the VHS player in the same location. You may operate the video devices using controls on each unit, or with provided remotes. Point the remote at the player.
5. *Laptops with wireless cards may be logged on using your UNET name and password, or as a guest account, using a personal email address. Opening a browser directs you to the log on process.*
6. **IMAGE RESOLUTION:** the projector automatically attempts to adjust to proper sync with your laptop. ***We recommend XGA resolution (1024x768) for best results.***



Audio Controls

1. Simply adjust your **VOLUME** up and down using the **VOLUME knob** on the control station.
2. For a pc or laptop, you can also utilize volume settings on the machines themselves for further level adjustments.

Playing Audio CD's

Audio CDs can be played through the DVD player.

1. Insert your CD into the DVD player.
2. Press the **DVD** button and operate controls on the player or by remote control.
3. An audio CD may also be played thru the PC or laptop with DVD drive.

When Finished

1. Press the **DISPLAY OFF** button. Be sure the projector begins to power off with its 90 second cool down process. **It is important to shut off the projector to save lamp life!**
2. Log off the computer!
3. Return any remote controls to the station and close it up.

Also available in this room: rolling cart w/35 mm slide projection equipment.

For further assistance, please contact Media Technology Services at ext. 6-4632 or 6-4429.