

Smart Classroom Instructions

BEHAVIORAL & SOCIAL SCIENCES 166

If you are having difficulties using equipment in this room, call extension **3166**

Projector

- 1) Press the **On** button on the white control panel, which will power up both projectors.
- 2) Press the South and North buttons on the white control panel.
- 3) All video source selection should be done on the white panel unless you want to display different sources on each projector.
- 4) By default, the video switch (located in the console) is set to **Computer**. If you wish to change to a different source on each projector, press the **Keylock** button and choose your source for the north projector and the south projector.



Using Console Computer

- 1) Press the **Computer** button on the white control panel.
- 2) Press **Power** button (in the upper right corner)
- 3) Follow login instructions for:

Windows

- a. Control - Option - Delete
- b. Click OK
- c. Enter user name
and password
- d. Click Enter



Using a Laptop

- 1) Shut down your laptop.
- 2) Press the **Laptop** button on the video switch box.
- 3) Connect the **Laptop Video cable** to the video output port on your laptop.
Please note: the Laptop Video cable is VGA-compatible only. Certain laptop models will require a DVI-to-VGA adaptor or a Mini-VGA adaptor. Consult your owner's manual for further information.
- 4) For Internet connectivity, connect to HSU Wireless or connect the **green laptop network cable** to your laptop.
Please note: you will need to "register" your laptop before connecting to the campus network. Contact your college ITC or the Help Desk for further information.
- 5) Connect your laptop's AC adaptor to a power outlet and start up your laptop.
- 6) If you still do not see an image, refer to the **laptop troubleshooting guide** later in these instructions.
- 7) When finished, shut down your laptop and disconnect all cables. Please set the video switch back to **Computer** for both projectors.
- 8) Proceed to shutting down the rest of the equipment. Follow the instructions later in this guide, **Powering Down the System**.



Audio and DVD/Blu-Ray

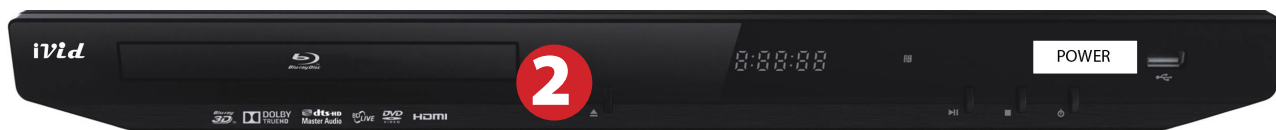
Using an Audio Device

- 1) Set video control panel to **Audio Only**
- 2) Connect your device to the **headphone minijack cable.**



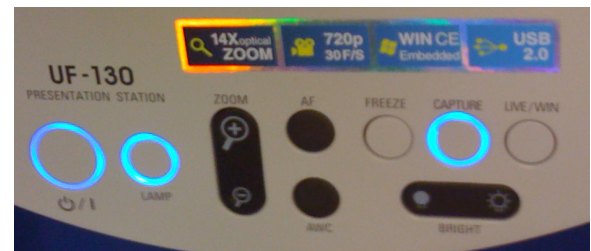
Playing a DVD/Blu-Ray

- 1) Press **DVD** on the white control panel.
- 2) Insert media
- 3) Use the remote control to utilize features.



Using the Document Camera

- 1) Set display switch box to **Doc Camera**.
- 2) Power on the **Document Camera**. Note that there is no need to have the computer turned on to use the document camera.
- 3) Press the **Live/Win** button to switch between showing the Windows desktop and showing the camera image full-screen.



Using an HDMI Device

An HDMI cable is provided for connecting devices such as some laptops, iPads/iPhones and Android devices.

- 1) Set video switch box to **HDMI**.



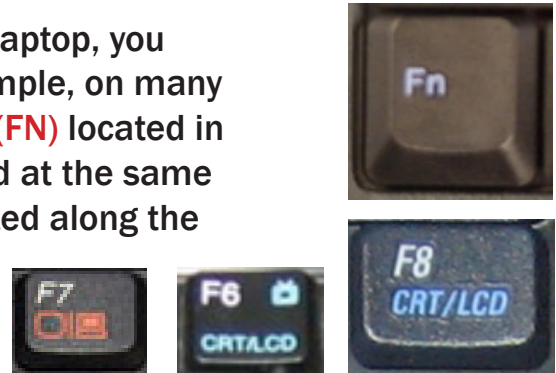
- 2) Connect your device to the HDMI cable.



Please note: Certain devices, such as iPhones and iPads, will require an HDMI adaptor. Consult your owner's manual for further information.

Laptop Troubleshooting

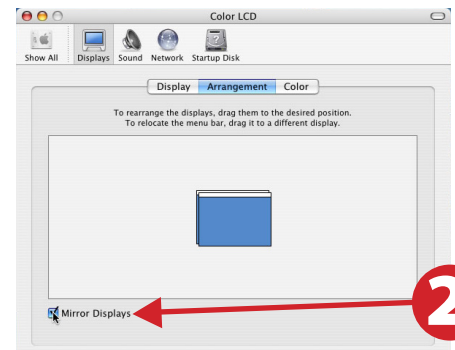
For PC Laptops: Depending on your model of laptop, you may need to toggle the display mode. For example, on many laptops, you must hold down the **function key (FN)** located in the lower left-hand corner of the keyboard, and at the same time, press the **video toggle key**, which is located along the top of the keyboard. Look for the text **CRT/LCD** or an icon of a **display and a laptop**.



Examples of video toggle keys

For Mac Laptops:

- 1) Go to **System Preferences/Display**.
- 2) Select the **Arrangement** tab and check the **Mirror Displays** box.



Powering Down the System

- 1) Press the Off button on the white control panel
- 2) Power down Computer

Windows

Start Menu -> Shut Down -> Click OK



Who to Call for Assistance

If you are having any difficulties using equipment in this room, call extension **3166**