

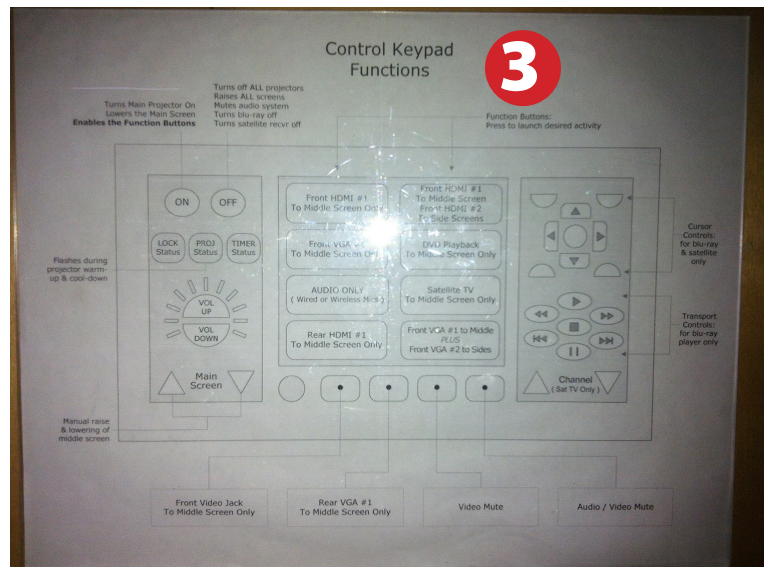
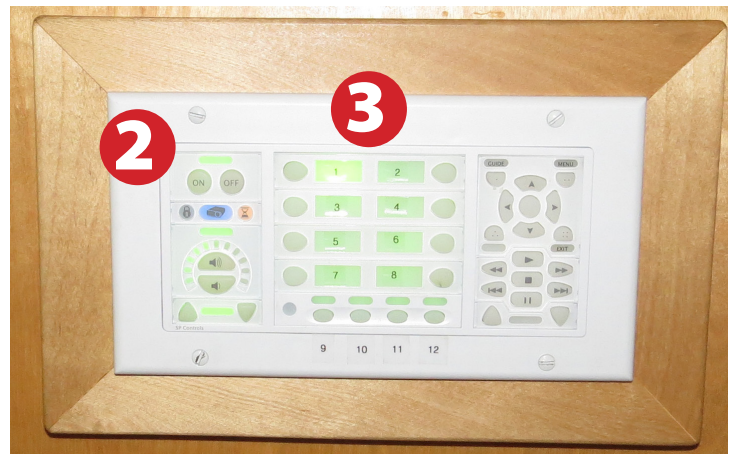
Smart Classroom Instructions

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

KBR

Projectors

- 1) If the console is powered off, turn the main switch to **ON**.
- 2) Press the **ON** button on the wall-mounted control panel to power on the projectors and lower the main screen.
- 3) Press the **2** button to lower the side screens. For advanced functionality, refer to the **Control Keypad Functions** guide mounted on the wall near the control panel.
- 4) Set **video switch box** to desired device – Computer, Blu-Ray, Laptop, HDMI.



Using Console Computer

- 1) Set video switch box to **Computer**
- 2) Press **Power** button
- 3) Follow login instructions for:

Windows

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

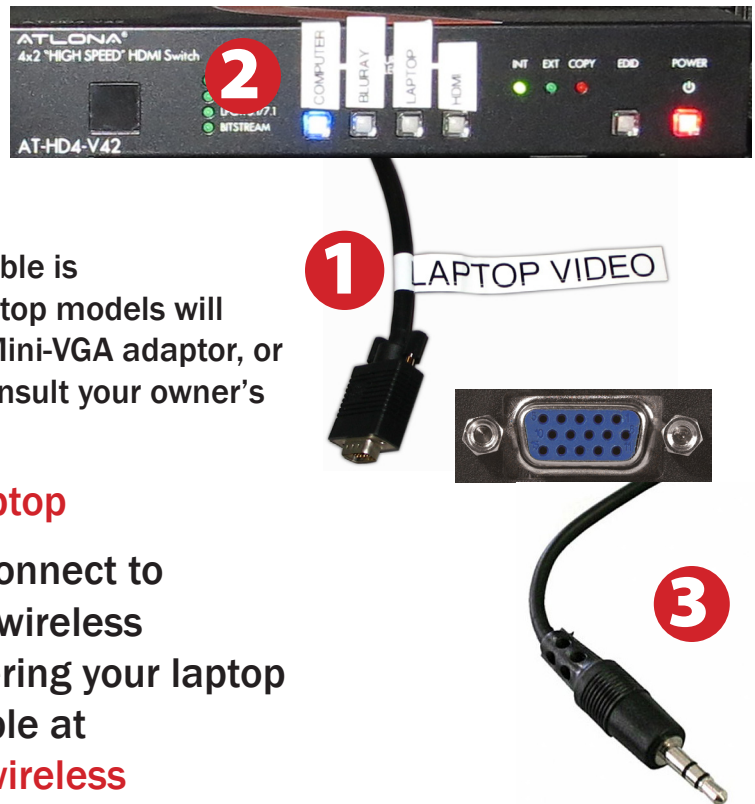


Using a Laptop

- 1) Shut down your laptop and 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, a Mini-VGA adaptor, or a DisplayPort-to-VGA adaptor. Consult your owner's manual for further information.

- 2) Set video switch box to **Laptop**
- 3) For Internet connectivity, connect to HSU Wireless, the campus wireless network. Details on registering your laptop and connecting are available at <http://humboldt.edu/its/wireless>
- 4) For laptop audio output, connect the **laptop audio cable** to your laptop's headphone jack. Make sure your laptop's audio is not muted.
- 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.
- 8) Proceed to shutting down the rest of the equipment. Follow the instructions later in this guide, **Powering Down the System**.



Playing a DVD/Blu-Ray Disc

- 1) Set video switch box to **Blu-Ray**
- 2) Insert your disc into the **Blu-Ray** player. Use the player's remote control for playback.



Using the Document Camera

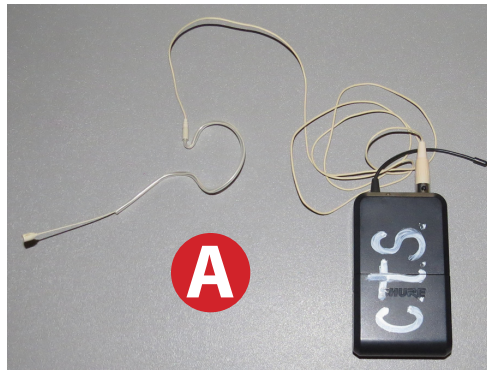
- 1) Power on the **Document Camera**.
It will be projected on the side screens.

Note that there is no need to have the computer turned on to use the document camera.



Using the Microphones

- 1) Open the **cabinet** below the Blu-Ray player and the video switch box.
- 2) Two microphones are available, a lavalier (A) and a conventional wireless microphone (B)
- 3) Power up the lavalier microphone using the power button on the top of the device
- 4) Power up the conventional wireless microphone using the power button on the side of the device
- 5) Adjust sound volume on the **mixer**



When finished using the microphone(s), please power them off by holding the power button for 3 seconds.

Using an HDMI Device

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

- 1) Set display 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

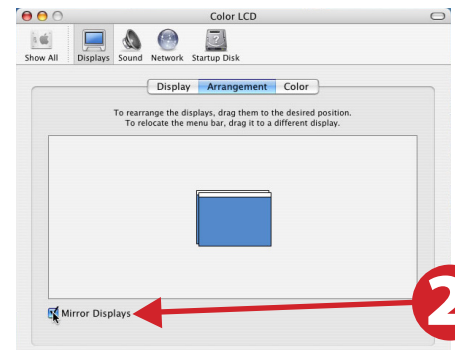
For PC Laptops: Depending on your model of laptop, you may need to toggle the display mode. For example, on many laptops, you must hold down the **function key (FN)** located in the lower left-hand corner of the keyboard, and at the same time, press the **video toggle key**, which is located along the 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) Power down Computer
Windows
Start Menu -> Shut Down -> Click OK
- 2) Press the **OFF** button to power down all projectors and retract all screens



Who to Call for Assistance

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