

Smart Classroom Instructions

SCIENCE A 564

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

Projector

- 1) Lower the **projector screen**
- 2) Press the **On** button on the video control panel



Using Console Computer

- 1) Set video control panel to **Computer**
- 2) Press **Power** button on the PC
- 3) Follow login instructions for: **Windows**
 - a. Control - Alt - Delete
 - b. Click OK
 - c. Enter user name and password
 - d. Click Enter



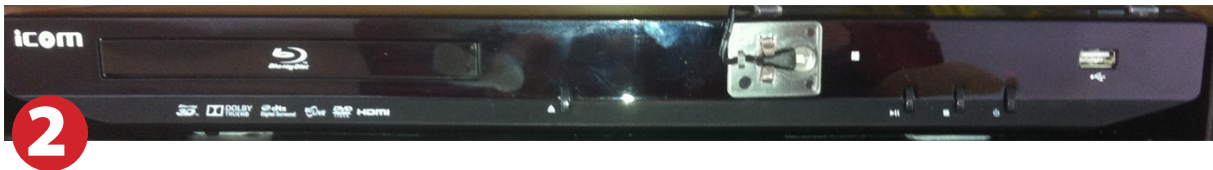
Using a Laptop

- 1) Shut down your laptop
- 2) Press **Laptop button** on video control panel
- 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.
- 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

- 1) Press **DVD** button on video control panel
- 2) Insert media.
- 3) Use the controls on the video control panel to control playback.



Using an HDMI Device

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

- 1) Set video control panel 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.

Using the Document Camera

- 1) Press **Document Camera** button on video control panel
- 2) Power on the Document Camera. The power button is located on the front of the right-hand side of the device.
- 3) Position your content on the bed of the Document Camera.
- 4) USB ports and an SD Card slot are available on the back of the device for data transfer.
- 5) When finished, power down the Document Camera by pressing the power button for 5 seconds.



Using an Audio Device

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



Laptop Troubleshooting

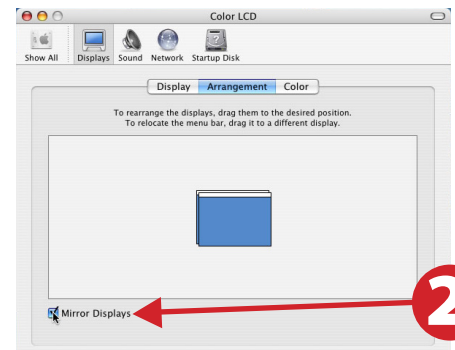
For PC Laptops: Depending on your model of laptop, you may need to toggle the display mode. For example, on many laptops, you must hold down the **function key (FN)** located in the lower left-hand corner of the keyboard, and at the same time, press the **video toggle key**, which is located along the 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) Raise the projector screen
- 2) Press the Off button on the video control panel
- 3) Power down Computer

Windows

Start Menu -> Shut Down ->
Click OK

1



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Who to Call for Assistance

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