

Smart Classroom Instructions

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

GIST HALL 218

Powering Up the System

1. Press the touch screen on the Crestron display atop the console.

When the Crestron control screen is black, it may be necessary to touch the power button in the upper right corner or the screen itself to take it out of sleep.

2. Press the “**Projector On**” and “**Screen Down**” on the Crestron display.



Using the Console Computers

- 1) Set Crestron display to **Mac or PC**.
- 2) Turn on CPUs with the **Power** button.

- 4) Follow login instructions for:

Mac

- a. Enter user name & password
- b. Click Enter

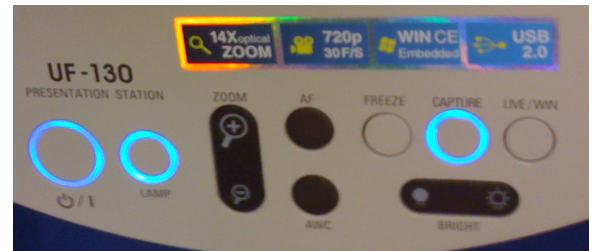
Windows

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



Using the Document Camera

- 1) Set Crestron display to **Doc Camera**.
- 2) Power on the **Document Camera**. Note that the document camera overrides the computer, and 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.



Playing a DVD/Blu-Ray Disc

- 1) Set Crestron display to **Blu-Ray**.
- 2) Insert your DVD/Blu-Ray and press **Play**.



Using a Laptop

1) Shut down your laptop.

2) Set Crestron display to **VGA Computer**

3) Connect the **Laptop Video cable**

to the video output port on your laptop. *Please note: the Laptop Videocable 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 HSN 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) For laptop audio output, connect the **laptop audio cable** to your headphone jack. Make sure your laptop's audio is not muted and that the speakers are powered on.

6) Connect your laptop's AC adaptor to a power outlet and start up your laptop.

7) If you still do not see an image, refer to the **laptop troubleshooting guide** later in these instructions.

8) When finished, shut down your laptop and disconnect all cables.

9) Proceed to shutting down the rest of the equipment. Follow the instructions later in this guide, **Powering Down the System**.

Laptop Troubleshooting

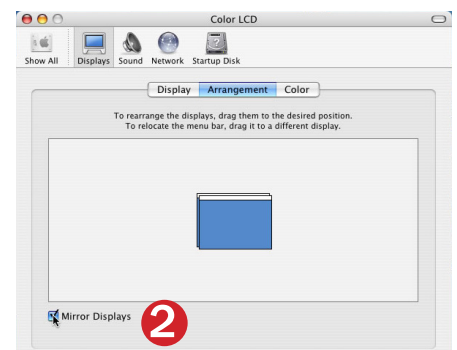
For PC Laptops: Depending on your model of laptop, you may need to toggle the display mode. For example, on many laptops, you must hold down the **function key (FN)** located in the lower left-hand corner of the keyboard, and at the same time, press the **video toggle key**, which is located along the 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 **Projector Off & Screen Up** buttons
- 2) Press the **Power** button in the right hand corner and confirm that you wish to power off the system.

- 3) Power down Computer

Mac

Apple Menu -> Shut Down -> Click OK

Windows

Start Menu -> Shut Down -> Click OK

- 4) Raise Screen



Who to Call for Assistance

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