BSS 162 Smart Classroom Instructions

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

Powering On the Computer and Projector

1) Press the **Power** button on the computer and press **Start** on the tablet

2) Press **Projector Power** to turn on projector

3) If the computer and console fail to power up, check the **main power switch** located at the bottom of the cabinet, which should be glowing red

If you need assistance, please call x4357
Using a Laptop or HDMI Device

1) Turn on your laptop

2) Connect the Laptop Video cable or HDMI to the video output port on your laptop

3) For laptop audio output, connect the laptop audio cable to your laptop’s headphone jack. Make sure your laptop’s audio is not muted

4) Drag HDMI Laptop to projector source.

5) If you still do not see an image, refer to laptop troubleshooting guide later in this guide

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

Please note: Certain devices, such as iPhones and iPads, will require an HDMI adaptor. Consult your owner’s manual for further information.
Using the Blu-Ray/DVD Player

1) Drag the **Blu-Ray icon** to projector source

2) Insert your Blu-Ray or DVD and begin playback. Use Blu-Ray controls screen to control playback

Using the Document Camera

1) Drag **Doc Camera** to center

2) Power on the **Document Camera**. Note that there is no need to have the computer turned on to use the document camera
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.

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.
   Go to Start Menu -> Shut Down -> Click OK
2) Press the Power button on tablet, then press Yes

These instructions are applicable to the following Smart Classrooms:
BSS 162