

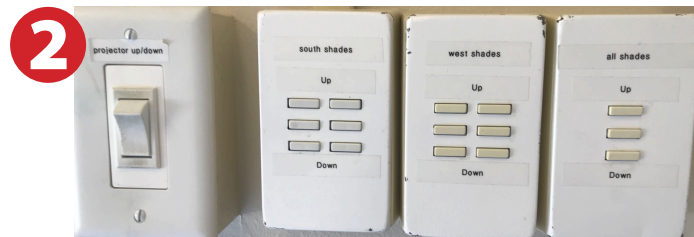
Smart Classroom Instructions

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

NHE 102

Projector

- 1) Press the **On** button on the video control panel.
- 2) Lower screen using **projector** switch. Lower the shades with the switches next to the projector switch.



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



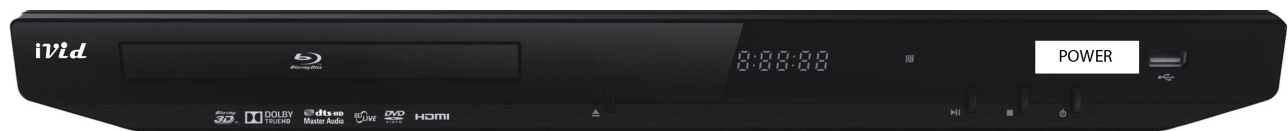
Using a Laptop

- 1) Turn on your laptop
- 2) Press **Laptop button** on video control panel
- 3) Connect the **Laptop Video cable** to the video output port on your laptop(VGA or HDMI).
- 4) Connect your laptop's AC adapter to a power outlet and start up your laptop.
- 5) If you still do not see an image, refer to the **laptop troubleshooting guide** later in these instructions.
- 6) When finished, shut down your laptop and disconnect all cables.
- 7) Proceed to shutting down the rest of the equipment. Follow the instructions later in this guide, **Powering Down the System.**



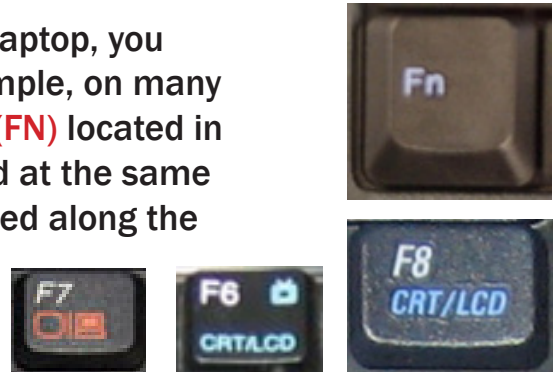
Using the Blu-Ray/DVD Player

- 1) Press the **DVD button** on the white console control panel. This will illuminate the controls on the right-hand side of the white console control panel.
- 2) Press the **Eject button** on the white control panel and insert your Blue-Ray or DVD. Press the **Eject button again** to retract the tray and begin playback. Use the buttons on the white control panel (Menu, Fast Forward, etc.) to control playback. When finished, press **Eject** and retrieve your disc, then press **Eject** one last time to retract the tray.



Laptop Troubleshooting

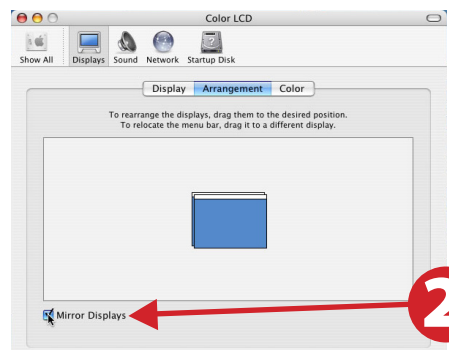
For PC Laptops: Depending on your model of laptop, you may need to toggle the display mode. For example, on many laptops, you must hold down the **function key (FN)** located in the lower left-hand corner of the keyboard, and at the same time, press the **video toggle key**, which is located along the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